

**COUNCILMEMBERS**

- Position No.
1. Tod Gunther
  2. Chris Moore
  3. Don Tracy
  4. Jeffery Sproul
  5. Stanley Holland
  6. Greg Hogan
  7. Melodi Koenig



**ORTING CITY COUNCIL**  
 Study Session Meeting Minutes  
 104 Bridge Street S, Orting, WA  
 Zoom – Virtual  
 October 16<sup>th</sup>, 2024  
 6:00 p.m.

**Deputy Mayor Tod Gunther, Chair**

**1. CALL MEETING TO ORDER, PLEDGE OF ALLEGIANCE, AND ROLL CALL.**

Deputy Mayor Gunther called the meeting to order at 6:00pm. Councilmember Moore led the pledge of allegiance, and then roll call was taken.

**Councilmembers present:** Councilmembers Chris Moore, Don Tracy, Jeff Sproul, Stanley Holland, Greg Hogan, Melodi Koenig, and Deputy Mayor Tod Gunther.

Councilmember Hogan joined the meeting at 6:22pm.

**Virtual:** Mayor Penner.

**Staff present:** City Administrator Scott Larson, Public Works Director Ryan McBee, City Clerk Kim Agfalvi, Finance Director Gretchen Russo, Executive Assistant Danielle Charchenko, Community Development Director Kim Mahoney, Capital Projects Manager Ashley DeGraffenreid.

**2. COMMITTEE REPORTS.**

**A. Public Works - CM Moore & CM Koenig.**

- Building department updates.
- Committee goals.
- Kansas Street improvements open house.
- Pedestrian Bridge temporary construction easement update.
- Project updates.
- Stormwater Plan update.
- WRRF design update.

**B. Public Safety - CM Tracy & CM Holland.**

- Automated school zone enforcement camera ordinance.
- Pierce County services ILA.
- Committee Goals.

**C. Community and Government Affairs - CM Hogan & CM Sproul.**

- Institutional Calendar.
- Fisherman Parking.
- Council Goals.
- All other items are on the agenda.

**3. STAFF REPORTS.**

**Finance.**

**Finance Director Gretchen Russo briefed on the following:**

- Quarterly financial reports.
- Updated budget has been emailed.

## **Public Works.**

### **Public Works Director Ryan McBee briefed on the following:**

- New Capital Projects Manager Ashley DeGraffenreid was introduced.
- Hiring update of Public Works Superintendent.
- Conference update for the American Public Works Association.
- New lead and copper rules from EPA.
- Radio water meter reading has been implemented.
- Well 1 pump update.
- Wastewater manhole updates.
- Stormwater master plan.
- Street sweeping.
- Readerboard update.
- Cemetery irrigation update.
- Telemetry Master Plan.
- Transportation and Capital Improvement Plan.
- Project updates.

## **City Clerk and Activities/Events.**

### **City Clerk Kim Agfalvi briefed on the following:**

- Archive Social implementation.
- Barracuda implementation and working with IT to complete transition to cloud and Microsoft 365.
- Fall Conference.
- Event updates – Red Hat Days, Harvest Festival, and Home for the Holidays event.
- Fall and winter activities – dance, painting classes, wiggles and giggles, fall fitness, and holiday events such as Cookies and Cocoa with Mrs. Claus.

## **Community Development.**

### **Community Development Director Kim Mahoney briefed on the following:**

- Code enforcement.
- Bridgewater update.
- Shoreline Management Act.
- Improvements to State Route 162.
- Safe Parking.

## **Administration.**

### **City Administrator Scott Larson briefed on the following:**

- Temporary construction easements on Kansas St SW.
- Budget meeting October 23<sup>rd</sup>, 2024 at 6:00pm.
- Facilities assessment.
- November meeting date for last meeting – move to another date since it is the day before Thanksgiving.
- Possible parking code amendments.

## **Executive.**

### **Mayor Penner briefed on the following:**

- No updates.

#### **4. AGENDA ITEMS.**

##### **A. AB24-108 – 2024 Comprehensive Plan Periodic Update.**

**To view the 2024 Comprehensive Plan Update:**

<https://www.cityoforting.org/home/showpublisheddocument/6709/638642410098698013>

Community Development Director Kim Mahoney briefed on the 2024 Comprehensive Plan Periodic Update and stated that the full plan has been added to the City of Orting website and is linked on the agenda. She briefed that a public hearing occurred at the Planning Commission on October 7<sup>th</sup>, 2024 and that there were no public comments made at the meeting. Community Development Director Kim Mahoney briefed that the draft plan has been sent to the Puget Sound Regional Council and the Washington State Department of Commerce and the City of Orting Planning Commission will hold a special meeting on November 18<sup>th</sup>, 2024 to make their recommendation to Council. Council will receive and discuss the recommendation at the November Study Session and the item will move through the Council process for possible adoption before the end of year. Council discussion followed.

**Action:** Informational item only. Planning Commission will hold a Special Meeting on November 18<sup>th</sup>, 2024 for recommendation.

##### **B. AB24-27 – RV Code Amendments - CGA Committee – CM Hogan and CM Sproul.**

Councilmember Hogan briefed on potential RV code amendments being proposed amendments that include:

- Permit temporary occupancy of an RV on private property for 180 days in a year, if accessory to an active building or remodel permit on the same lot, or following destruction or damage of the principal dwelling by a disaster;
- Permit temporary occupancy of an RV for 14 days in a 6-month period when issued a temporary use permit and located on a parcel in the residential zoning districts;
- Prohibit parking RVs in the public right-of-way (ROW) other than for an emergency 24-hour stop;
- Prohibit leak or discharge to City stormwater, surface water, or sewer infrastructure;
- Prohibit the storage of RVs and boats in front yards, and;
- Prohibit the storage of more than one RV, or more than one boat, or more than one RV and one boat, on parcels in the City's residential zoning districts.

Councilmember Hogan stated that RVs shall not be parked on City streets and may not overhang public sidewalks and right-of-way and must be screened from view. Council discussion followed.

**Action:** Move forward to City Council meeting on October 30<sup>th</sup>, 2024 for public hearing with possible action to follow.

##### **C. AB24-100 – 2025 Fee Schedule - CGA Committee – CM Hogan and CM Sproul.**

Councilmember Hogan briefed on potential updates to the current fee schedule to include cleanup items and additions and changes to staff hourly rate fees. Council discussion followed.

**Action:** Move forward to the regular business meeting on October 30<sup>th</sup>, 2024 as a consent agenda item.

Deputy Mayor Gunther stated the Council would recess for a five-minute break to begin at 8:02pm and end at 8:07pm.

Council returned to regular session at 8:07pm.

**D. AB24-103 – Personnel Manual Updates - CGA Committee - CM Hogan and CM Sproul.**

Councilmember Hogan briefed on proposed updates to the City of Orting Personnel Manual to include:

- Updated titles for continuity.
- Department manager to department director and City Personnel Director to Human Resources.
- Adding language to clarify absence notification chain of command and procedures.
- Adding language regarding parameters of step increase for non-represented employees for time of year hired (Step increase effective January 1 of the year following 6 months of service in hired position)
- Removing list of specified comparable cities
- Adding language regarding benefits for part-time & term-limited employees
- Adding FMLA & WA-PFML policy (which subsequently removes need for pregnancy leave and disability leave articles).

Council discussion followed.

**Action:** Move item forward to regular business meeting on October 30<sup>th</sup>, 2024 as a consent agenda item.

**E. AB24-101 – Endangerment with a Controlled Substance - Public Safety Committee – CM Tracy and CM Holland.**

Councilmember Tracy briefed that Pierce County Council recently adopted a local ordinance (Ordinance 02024-524s -Endangerment with a Controlled Substance) to address deficiencies in State law relating to exposing children and dependents to harmful drugs. Currently, RCW 9A.42.100 (Endangerment with a controlled substance, a Felony crime) only includes the drug methamphetamine and fails to protect children and dependents from other drugs currently being encountered. Council discussion followed.

**Action:** Move item forward to regular business meeting on October 30<sup>th</sup>, 2024 as a consent agenda item and add this item to the City of Orting legislative priorities for 2025.

**F. AB24-105 – Brightly Asset Management Solutions Service Contract - Public Works Committee – CM Moore and CM Koenig.**

Councilmember Moore briefed on a proposed service contract with Brightly Asset Management Solutions for work management solution software. Council discussion followed.

**Action:** Move item forward to regular business meeting on October 30<sup>th</sup>, 2024 as a consent agenda item.

**G. AB24-79 – 2025 Grants - CGA Committee – CM Hogan and CM Sproul.**

Councilmember Hogan briefed on 2025 grant requests received and stated the City received 5 applications timely and 1 application after the due date, which the CGA Committee decided to accept as a one-time courtesy. Council discussion followed.

**Action:** Move item forward to regular business meeting on October 30<sup>th</sup>, 2024 as a standalone agenda item.

**H. AB24-64 – Council Code of Ethics Policy - CGA Committee – CM Hogan and CM Sproul.**

Councilmember Hogan briefed that the CGA Committee reviewed the Council Code of Ethics Policy and has no recommended changes. Council discussion followed.

**Action:** Informational item only.

**I. AB24-98B – Council Rule of Procedure - CGA Committee – CM Hogan and CM Sproul.**

Deputy Mayor Gunther briefed and stated that Councilmember Koenig and Deputy Mayor Gunther are proposing an addition to the Council Rules of Procedure section 1.7 (Right of Floor).

Current rules state any Councilmember desiring to speak shall be recognized by the Chair and shall confine his/her remarks to one subject under consideration or to be considered. Councilmembers may speak about the subject under consideration for a reasonable length of time.

Addition to rules added as a separate paragraph to section 1.7 (Right of Floor): If this is the first round of Council discussion on a topic, members are asked to confine their remarks to five minutes (additional time may be permitted by the Chair). This will help to ensure a more equitable and timely starting contribution by all members.

Committee discussion followed.

**Action:** Move forward to CGA Committee meeting on November 6<sup>th</sup>, 2024 for Committee consideration.

**AB24-98 - Council Rules of Procedure – CGA Committee – CM Hogan and CM Sproul.**

Councilmember Moore asked that the Council Rules of Procedure, section 2.3 be added to the study session agenda to clarify how items move in the event the committee chair and vice chair are not able to come to a unanimous decision. Council discussion followed.

**Action:** Informational item only.

**5. EXECUTIVE SESSION.**

No executive session.

**6. ADJOURNMENT.**

Deputy Mayor Gunther adjourned the meeting at 9:00pm.

ATTEST:

  
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Joshua Penner, Mayor

  
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Kimberly Agfalvi, CMC, City Clerk