

COUNCILMEMBERS

Position No.

1. Tod Gunther
2. John Kelly
3. Tony Belot
4. John Williams
5. Gregg Bradshaw
6. Greg Hogan
7. Scott Drennen



ORTING CITY COUNCIL

Study Session Meeting Minutes
Virtual Meeting
Orting, WA
August 19, 2020
6PM.

DEPUTY MAYOR GREG HOGAN, CHAIR

1. CALL MEETING TO ORDER, PLEDGE AND ROLL CALL.

The City utilized remote attendance for Councilmembers and City employees. OPMA rules regarding provision for the public in a space were suspended by proclamation of the Governor. The meeting was available for the public to hear by a call in number.

Deputy Mayor Hogan called the meeting to order at 6:00pm. Councilmember Kelly led the Pledge of Allegiance.

Councilmembers Present: Deputy Mayor Greg Hogan, Councilmembers Tod Gunther, Tony Belot, Scott Drennen, John Kelly, and Gregg Bradshaw.

Absent: Councilmember Williams (arrived just after roll call).

Staff Present: Mark Bethune, City Administrator, Jane Montgomery, City Clerk, Scott Larson, Treasurer/Assistant City Administrator, JC Hungerford, Engineer, Greg Reed, Public Works Director, Chris Gard, Chief of Police.

2. PRESENTATION

A. Presentation- Pierce County -Carbon River near Bridge St Setback Levee Feasibility Study.-(Verbatim discussion is available on the City website).

JC Hungerford introduced this agenda item which was briefed at the Public Works Committee in July.

Project Team:

Randy Brake, Project Manager (randy.brake@piercecounitywa.gov)

Todd Essman, Capital Improvement Program Manager (todd.essman@piercecounitywa.gov)

Rob Wenman, Senior Planner (rob.wenman@piercecounitywa.gov)

Hui Ng, Design Engineer (hui.ng@piercecounitywa.gov)

Josh Benton, Fish Biologist (joshua.benton@piercecounitywa.gov)

Randy Brake was joined by his team, Josh Benton, and Rob Wenman and Hu NG. A power point was presented on the Carbon River near Bridge Street Setback Levee. The goal of the study is to:

- Improve Flood Protection
- Fish Habitat,
- Water Quality,
- Reconnect Floodplain,
- Improve Flood Storage

At risk are:

- Existing Levee
- Foothills Trail
- Flooding Impacts to Improved Property
- Fish Habitat

They discussed four possible Alternatives and their ratings. Moving forward steps are:

- Continued Communications and Coordination with Stakeholders and Community
- Identify a Recommended Alternative
- Complete Feasibility Study and Final Report

They are planning an open house and a survey in the Orting Community. They will be putting together mailers for any possible affected properties. Completion of the project is 6 to 8 years off.

Mayor Penner stated that a group came out about two years ago and gave a presentation. The City is highly invested in flood control and has invested millions of dollars for the current Levy and the Jones Levy with Pierce County as a partner. He expressed his surprise in the Matrix that only gave a weight of 1.0 to the cost factor and hopes that as the study moves forward that the affordability of the project would be given more weight. He also expressed his desire to maintain the recreation viability of each alternative. Alternatives 1-3 have a drastic impact on recreation. He feels that alternative 4 is the least objectionable. Citizens are very invested in the foothills trail, and will lose recreation in each alternative. He hopes that they will reevaluate the affordability of the project and weight it more, and strongly consider outreach relating to the recreation piece, and give that more weight as well. Council comments and discussion followed.

(Entire discussion available on the City's website)

3. COMMITTEE REPORTS

Public Works- CM Drennen & CM Bradshaw

Councilmember Drennen briefed that the following items were discussed at the last committee meeting:

- SR 162 Bridge
- Whitehawk SW Connector
- WWTP Solids Handling Upgrade- in plan review with Ecology
- Ken Wolfe Setback Levee- Jones Levee Update
- Puyallup and Rainier Lift Stations
- Maintenance of Parking Strip in the Commercial areas- Notify business owners who are not maintaining this properly
- Tree Removal
- Dedication of the new City Hall

Public Safety- CM Kelly & CM Belot

Councilmember Kelly /Belot briefed that the following was discussed at the last meeting;

- Updates on reserve Officer
- New Process on Concealed Pistol licensing

Community and Government Affairs- CM Gunther & CM Williams

Councilmember Gunther briefed that the following was discussed at the last meeting:

- Challenge coins -on the agenda
- City Reader board- PC has approved an electronic reader board
- ADA Park play equipment plan language change to Parks Plan
- Cemetery- possibility of City selling headstones
- Fireworks discussion- Modification to current Ordinance
- Farmers Market asked to extend to Sep 18th- approved by CGA

Councilmember Drennen briefed that he would like to see the cemetery to become more self-reliant, and have all in one services. He would like to create more revenue sources. He will speak with Treasurer Larson and get staff perspective on selling headstones.

4. STAFF REPORTS

Engineering

JC Hungerford reported on the following:

- Puyallup River and Meadows Lift station Bids out and due Sep 3rd
- Submitted grant application to Pierce County for a Vactor Truck
- Three active construction developments- Meadows IV, Belfair and short plat off Bolin
- Ecology Report for WWTP – City next in line for review

Public Works

Greg Reed reported on the following:

- Stripping Completed
- Storm water assessment
- Tree Assessments done by arborist
- Grading out alleyways and parking lots
- Vactor Rental possibility if we don't get grant
- Dragging the ballfields
- Supported employment is back
- Crack Sealing soon
- Cleaning storm easements
- Electrical work at WWTP
- Grounds work going well
- One sewer backup on Eldridge that was cleared up quickly
- Staff handing out otter pops on hot days when playground has to be sprayed

Court

Scott Larson briefed for the Court. The Court will remain modified through November. 80% did not appear at the last court calendar. They have advertised for a half time court clerk and are in the process of interviewing candidates. The Judge will make a decision by the end of August.

Police

Chief Gard briefed on the following:

- In the process of discussions with Premedium to process Concealed Pistol Licenses for Orting citizens
- Evidence Rome audit by consultant
- Recent police activity- positive outcomes
- Ford Fusions delivered to dealer
- Lateral oral boards on Friday the 21st
- Possibility of getting an AFIS fingerprint scanner

Assistant City Administrator/Treasurer

Scott Larson provided the Council the Financial report through July 31st, 2020. The focus was on the General fund. He is working on the budget. His goal is a draft budget to the Mayor by the end of September.

City Administrator

Mark Bethune stated that he is working on the New City Hall. The outside is substantially complete, and the project is scheduled to complete by the end of August. Century Link may delay the timetable as they are behind in their schedule. Hoping for mid-September move but could be October. He also briefed on the memorial plaque which will be placed at City Hall. Councilmember Drennen would like the plaque to say dedicated to "the past, present, and future citizens of Orting". Administrator Bethune is also working with Sam Colorossi to create a historical display related to the history of the City.

Mayor's Report

Mayor Penner reported that he would like to get things back to as normal as possible, while still maintaining, a safe City. He wants to do more; to do the work of the citizens. He is working towards reengaging/ restarting up some of the items that have been on hold due to COVID19. One item will be staff recognition. He told the Council that September will be an incredibly busy month, due to the move to the next City Hall. He said that staff may ask to push ideas out that are not critical at this time. He wants to balance the move with the ability of the staff to accomplish the move and critical job duties.

5. AGENDA ITEMS

A. AB20-64- CARES Fund Allocations.

Councilmember Gunther briefed as a member of the ADHOC Committee that was formed to bring recommendations to the whole Council. The City has used about \$50,000 of the \$100,000 allocated to the City to distribute. He spoke to the charities in the City and businesses. The single need reported was mental health needs. Some businesses are booming and some are not. Councilmember Drennen stated that they had come up with four categories:

1. Small Business relief
2. Food security
3. Mental Health Services
4. Youth Services

The Mayor encouraged the Council to continue to work with the agencies in the community that already have expertise. He would like to work with the agencies already in place who can deliver the funds more efficiently. The Mayor wants to make sure that staff has time to come to an agreement with specific agencies, and then they can determine specific amounts at a future meeting. The ADHOC Committee recommended the following.

Funds Breakdown:

100k Internally for City costs

150k externally to agencies set up to deliver services

Town Costs:

110k for business assistance

40k for citizen assistance

Citizen Assistance:

10k for seniors- Senior Center

10k for mental health- Recovery Cafe

10k for low income assistance- St. Vincent DePaul

10k for youth assistance- Teen Haven

Mayor Penner requested that staff come up with a resolution for the items that are agreeable. The ADHOC Committee will meet again with Treasurer Larson and will determine how to implement this. This will be on the next meeting agenda for Council to take action on. Items will likely be distributed before the meeting and may not be completed when the packet goes out on Friday.

B. AB20-65- Challenge Coins.

Councilmember Gunther stated that these coins have a long tradition in America and have been used by fire chiefs, government officials, police, and the military going back to WWI. Coins are used to recognize special achievement and are valued by their recipients. Prices depend on the metal used, type of plating and enamel, and other options. Their initial order often involves a design fee and molding charge. A design has been chosen by CGA using the city's seal, along

with an inscription on its back. Contained in the packet were images of coins with different fronts, and a list of quotes/words to choose from. Council discussion followed.

Action: By consensus discuss at budget time for 2021 budget, no action right now.

C. AB20-66-Discussion- Utility Rates.

Scott Larson briefed that the City engaged Baker Tilly in 2019 to review the city's utility rates and structure. The consultant reviewed operating and capital expenses, adopted Capital Improvement plans, incorporated input from staff, made recommendations on required revenue, and recommended rates for the next several years. In December 2020 after a public hearing the Council adopted the utility rates that the consultant recommended for 2020, 2021, 2022, 2023 and 2024. He briefed on revenue details for all the funds; water, sewer and storm water rates for the next four years.

Action: No action necessary, there will be a hearing on August 26th.

D. AB20-67- City Administrator Vacancy.

Mayor Penner briefed that the City has historically adopted the job descriptions of the City Administrator, Treasurer, and City Clerk, by ordinance so they are actually imbedded in City code 1-7-3. Due to the fluid nature of staff changes and duties; he feels it would be better to have all Officer level job descriptions approved by resolution.

Scott Larson briefed that the City Attorney recommended that we update the "City Treasurer" title to Finance Director which is the standard title for code cities. City Treasurer is a term that is typically used with "Towns.". As the City has grown, roles have changed, and looking at other City job descriptions, these positions are less about doing day to day clerical work, to one of oversight and management roles. The job description for City Administrator and Finance Director were modified and were presented along with the City Clerk job description. Council discussion followed.

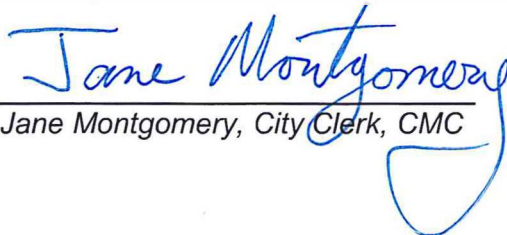
The Mayor stated that the current City Administrator has announced his retirement effective October 31, 2020. The Mayor recommended that they implement a competitive process to identify a new City Administrator. He felt that a good interview panel would be composed of the Mayor, City administrator, City Clerk and two Councilmembers. Mark Bethune stated that the best option is to look regionally. Cost will be minimal since the City will use in house staff.

Action: Administration will start a formal application process for the position of City Administrator. with the recommendation to only look regionally. Councilmember Kelly, Jane Montgomery, City Clerk, Mayor Penner, and Mark Bethune, City Administrator will be on the interview panel.

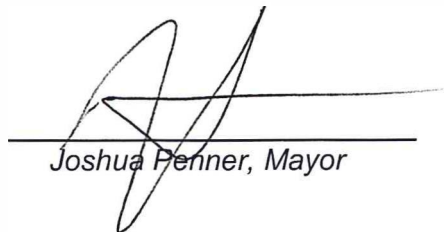
6. ADJOURNMENT

Deputy Mayor Hogan adjourned the meeting at 10:08pm

ATTEST:



Jane Montgomery, City Clerk, CMC



Joshua Penner, Mayor