

**CITY OF RUSTON
REGULAR COUNCIL MEETING
TUESDAY, May 16, 2017**

MEETING CALLED TO ORDER

At 7:04PM Mayor Hopkins called the Regular Council Meeting to order. Councilmembers present were: Jim Hedrick, Lyle Hardin, Deb Kristovich and Lynn Syler. Councilmember Hunt was excused. Following the flag salute, Mayor Hopkins called for approval of the agenda. Councilmember Hedrick moved to approve the Agenda of May 16, 2017, with a second from Councilmember Hardin, passed 4-0.

MINUTES

Councilmember Hedrick moved to approve the minutes for the Regular Council meeting minutes of May 2, 2017, with a second from Councilmember Hardin, passed 4-0.

STAFF REPORT –

Ruston Police – Chief Estes – See attached.

Ruston Fire – Chief Torbet – See attached.

GENERAL PUBLIC COMMENTS –

Douglas Hammond – Requested Council’s consideration for a P-Patch, also known as a community garden in the City of Ruston. Mayor Hopkins presented locations that may be feasible to accommodate a community garden. Mayor Hopkins asked Councilmember Kristovich to take the lead on this request and work with City Planner Rob White.

BUSINESS-

Ruston-Point Defiance Business District – Joe Atkinson, Ruston-Point Defiance Business District President, provided an update on the Ruston Farmers Market. Eighteen vendors will participate at the first Farmers Market on Sunday, June 4, 2017, from 1-5PM. Tyler Burns is the Farmers Market Coordinator. The Business District applied for grants and most recently received \$3,500 which will be used for promotional purposes. Mr. Atkinson asked Council to consider the Tacoma Trolley and a stop in the City of Ruston. Councilmember Hardin asked about the status of a liquor license the Farmers Market applied for. The Washington State Liquor and Cannabis Board was waiting for the Farmers Market to deliver additional documentation. Mr. Atkinson said he would follow up on the application.

ORD 1495 – Sewer Rate Increase – Hold Public Hearing (2nd reading). Under State law, the City is authorized to provide sanitary sewer services to properties within the City. As a sanitary sewer utility provider, the City may establish charges for sanitary sewer service. The City of Tacoma accepts the flow from Ruston sanitary sewers for the purpose of sewage treatment. The City of Ruston pays Tacoma for this service. The City of Tacoma instituted a sewer rate increase. The increase took effect on January 1, 2017. Another Tacoma increase was also passed which is scheduled to take effect on January 1, 2018. The City of Ruston only received notice of the 2017 increase in April 2017. The average of the rate increases between 2016 and 2017 across all rate increases was 4.7 percent. The average for 2018 was 5.1 percent.

CITY OF RUSTON
 Regular Council Minutes
 May 16, 2017

To ensure equality among rates, the same percentage increase has been added to establish the new two-step rate increases in Ruston. As is the City’s practice for utilities, rate increases are passed through to its rate-payers to ensure continued financial viability of the sanitary sewer utility. Both the 2017 and 2018 rate increases are included as a two-step increase in the ordinance so that the City only needs to amend the Code once to effectuate both steps. The rate increases are outlined below, including a look back at 2016 rates.

Rate Type	2016	Increase	6/2017	Increase	10/2017
Fixed Rate - RES	\$ 61.50	\$ 3.14	\$ 64.64	\$ 3.03	67.67
Flow Charge - RES	\$ 4.30	\$ 0.22	\$ 4.52	\$ 0.21	4.73
Fixed Rate - COM - Categorized	\$ 50.53	\$ 2.58	\$ 53.11	\$ 2.49	\$55.60
Flow Charge - COM by Category					
1	\$ 5.73	\$ 0.29	\$ 6.02	\$ 0.29	\$ 6.31
2	\$ 6.07	\$ 0.31	\$ 6.38	\$ 0.30	\$ 6.68
3	\$ 7.64	\$ 0.39	\$ 8.03	\$ 0.38	\$ 8.41
4	\$ 9.39	\$ 0.48	\$ 9.87	\$ 0.46	\$ 10.33
5	\$ 9.39	\$ 0.48	\$ 9.87	\$ 0.46	\$ 10.33
6	\$ 11.15	\$ 0.57	\$ 11.72	\$ 0.55	\$ 12.27
7	\$ 12.66	\$ 0.65	\$ 13.31	\$ 0.62	\$ 13.93
8	\$ 13.10	\$ 0.67	\$ 13.77	\$ 0.65	\$ 14.42
Fixed Rate - COM - Not Categorized	\$ 60.85	\$ 3.10	\$ 63.95	\$ 3.01	66.96
Flow Charge - COM - Not Categorized	\$ 4.30	\$ 0.22	\$ 4.52	\$ 0.21	\$ 4.73

Councilmember Hedrick moved to approve Ordinance 1495, with a second from Councilmember Hardin, passed 4-0.

ORD 1496 – Update Street Excavation Permit Chapter 14-08 RMC (1st reading). Chapter 14.08 of the Ruston Municipal Code, entitled “Street Excavation Permits” establishes the requirements and standards for performing work in City rights-of-way. The City has been engaged in updating a pole lease agreement with a communication company. Through that process, there has been both resistance and lack of clarity by the company about which permit process to utilize for updating, replacing or adding new pole attachments. The City has adopted several chapters regarding use of the City’s right of way. These are all found in Title 14 RMC and include Chapters 14.03 – Right of Way Encroachment Permits; 14.06 Right of Way Use – Master Permits and Utility Relocation; and 14.08 Street Excavation Permits.

Although many utilities utilize Chapter 14.06 which provides for master permits that can be used over time for many projects, some utilities would rather do “one off” type permits for some work. The City has historically utilized Street Excavation Permits (“SEP”) for one time projects involving the rights of way. This is the permit process that the City staff and consultants are most familiar with as it is utilized frequently.

However, the SEP chapter does not describe pole attachment type work as included in this permit process. Therefore, to allow flexibility by the utility companies choose between the Master Permit or the SEP, additional language is needed in the SEP Chapter to include these types of projects within the SEP process. In addition to the inclusion of pole work into the SEP chapter, housekeeping amendments (such as replacing “town” with “city”) are being made to bring the entire chapter up to date.

The following is a summary of proposed changes:

<u>Section Number</u>	<u>Description of Revisions</u>
14.08.010 – Purpose	Language is added to expand the work that may be done under the SEP process.
14.08.020 – Permit Required.	Added to the SEP permit is “work upon or involving any structure (including utility poles or the installation or modification of utility cabinets) located within 15 feet of a public street of the City”.
14.08.030 – Definitions.	The language in .020 above was added to the definition of “excavate” or “excavation.”
14.08.040 – Permit Application.	This section describes what is needed for an application. Subsection “f” was amended to add required information for utility pole work.
14.08.045 – Application standards.	A new subsection “e” was added specific to utility pole work. The requirements in this section includes the application materials that are required under the pole use agreement.
14.08.050 – Permit Criteria for approval.	
14.08.060, 14.08.070, 14.08.080, 14.08.090, 14.08.100	Housekeeping amendments only.

RES 653 – Bid Award for 51st Retaining Wall Repair. **Project Description.** The N. 51st Street Retaining Wall Project includes the re-construction and improvement of the Retaining Wall which fronts Mr. John Schroeder’s property on N. 51st Street at the corner of Shirley Street. The City engaged in litigation with Mr. Schroeder over the condition of this wall and the impact on the sidewalk. As part of a settlement, the City received payment in an amount that was expected to cover the cost of replacement of the wall and related repairs.

Public Bidding Process. In accordance with State law, any public works project over \$300,000 must be awarded via the full competitive bidding process. The Engineer’s estimate was \$115,000. Although the Engineer’s estimate is below this amount, the Engineers utilized the full public bidding process in an effort to secure the best price. The bid opening took place at 10:00 am on Tuesday, April 25th at the Community Center. The City received four (4) bids which ranged from a low of \$162,181.63 to a high of \$213,969.99. Given how much these exceeded the Estimate, the Council rejected all bids at the May 2nd Council Meeting and directed the Engineer to re-bid the project using the small works roster. Three bids were received using this process by the May 12, 2017 deadline. These bids were:

1. Nordic Construction, Inc. \$154,513.88
2. Serpanok Construction, Inc. \$157,840.58
3. Ceccanti Construction, Inc. \$325,227.07

All bids are inclusive of the 9.9 percent sales tax. The City Engineer recommended awarding the bid to the low bidder: Nordic Construction, Inc. Councilmember Hedrick moved to approve RES 653, with a second from Councilmember Hardin, passed 4-0.

CLAIMS/PAYROLL – Councilmember Hedrick moved to approve Payroll, with a second from Councilmember Hardin, passed 4-0.

MAYOR’S TIME – Mayor Hopkins was working with an architect to layout a remodel of City Hall and will present to Council once the architect delivers his recommendation. Councilmember Syler asked if grants were available. Mayor Hopkins suggested low rate loans and the remodel could be completed in a phased approach.

COUNCIL TIME –

Councilmember Hedrick – Nothing at this time.

Councilmember Hunt – Was excused.

Councilmember Hardin – Nothing at this time.

Councilmember Kristovich – Nothing at this time.

CITY OF RUSTON
Regular Council Minutes
May 16, 2017

MEETING AJOURNED -

At 7:46PM Councilmember Hedrick moved to adjourn, with a second from Councilmember Hardin, passed 4-0.

Mayor Bruce Hopkins

ATTEST:

Judy Grams



Ruston Fire Department | 5117 North Winnifred | Ruston, WA 98407

Ruston Fire Department Monthly Review for April 2017

Tuesday, May 16, 2017

Presented by Chief Torbet

Total Incidents: 5 (2 Fire/ Service, 3 Medical Aid)

Total Volunteer Hours: ~~Total 612 Hours March 112 Hours~~

Membership Roster (out of 25): 15 (8 FF, 7 Officers)

Recent Membership Changes

State of the Business:

- We had a safe Tacoma Marathon run with no incidents
- All members are up to date and recertified in CPR
- We have a fire training conference coming up that will offer classes in leadership, wild land fire and general fire skills
- We will be focusing on training new members in core firefighting competencies
- All fire tools are fully operational
- Recurring CPR training is offered quarterly for the Ruston community. Over 160 people have been **CPR certified** since the training has been offered. Although we didn't meet our goal of 100% CPR certification for the city, we continue to provide training as needed. As always, community members may enroll at City Hall or by emailing rustonfire@rustonwa.org.
- **Fire Station tours** are provided to the public when resources are available. Please contact rustonfire@rustonwa.org for further information.

Ruston Fire Department's Master Business Objectives for April 2017

OBJECTIVE	START DATE	TARGET COMPLETION	COMPLETE %	ACTION OWNERS
Recruitment	4/2017	<i>ongoing</i>	15 of 25	WHERRETT/SHERMAN
CPR Training	4/2017	<i>ongoing</i>	100%	ANDERSON