

GRAYS HARBOR
COUNCIL OF GOVERNMENTS
MEETING MINUTES
April 19, 2018

1. CALL TO ORDER

- The meeting, held in the Port of Grays Harbor Commission Chambers, Aberdeen, was called to order by Chairman Jim Sorensen at 6:30 p.m. Attendance was called.

2. ATTENDANCE

➤ Members:

- City Councilmember Holly Placket (City of Ocean Shores)
- City Councilmember Tim Alstrom (City of Aberdeen)
- Mayor Rob Bearden (City of Westport)
- City Councilmember Carl Sperring (City of Cosmopolis)
- Mayor Jim Sorensen (City of Elma)
- Mayor Vini Samuel (City of Montesano)
- General Manager Ken Mehin (Grays Harbor Transit)
- Commissioner Russ Skolrood (Grays Harbor PUD)
- Deputy Executive Director Leonard Barnes (Port of Grays Harbor)
- Commissioner Vickie Raines (Grays Harbor County)
- Councilwoman Clarinda Underwood (Quinault Indian Nation)

➤ Staff:

- Vicki Cummings, Executive Director
- Theresa Julius, GIS Coordinator
- Zana Dennis, Office Coordinator

➤ Guests:

- Theresa Turpin, WSDOT Multimodal Development Manager
- Tim Horton, Skillings Connolly Project Manager

A quorum was established.

3. GHCOG BUSINESS

➤ **Action: Approval of Current Meeting Agenda**

Chairman, Jim Sorensen, asked for approval of the current meeting Agenda.

Vickie Raines made a motion to approve; second, Carl Sperring. Motion passed unanimously.

➤ **Action: Approval of March 2018 Minutes**

Chairman, Jim Sorensen, asked for approval of the March 2018 Minutes.

Tim Alstrom made a motion to approve; second, Carl Sperring. Motion passed unanimously.

➤ **Administrative Sub-Council Report**

Chairman, Jim Sorensen, reported that April claims and April payroll were reviewed and approved.

➤ **Action: Approval of April Claims Batch #18-04 and April Payroll**

Chairman, Jim Sorensen, asked for approval of the April Claims, Batch #18-04 in the amount of \$25,877.83 and April 2018 Payroll in the amount of \$14,712.08.

Vickie Raines made a motion to approve; second, Ken Mehin. Motion passed unanimously.

OLD BUSINESS

➤ **Action: 2018 Annual Meeting Arrangements, date change to Dec 6th**

In follow up to our March meeting GHCOG staff checked with O'Brien's Catering and found that the only date they had available in December 2018 to cater the GHCOG Annual Dinner Meeting was December 6th. The board approved booking O'Brien's Catering for the Annual Dinner Meeting, which will be held on December 6, 2018 in the Port Commission Chambers.

Vickie Raines made a motion to approve; second, Leonard Barnes. Motion passed unanimously.

NEW BUSINESS

➤ **Discussion: Staff attendance at Brownfields Conference**

GHCOG staff will be attending the Oregon EPA Brownfields Conference Saturday, April 28th through Tuesday, May 1st. Attending a conference is part of the grant requirements for the Coalition Assessment Grant that GHCOG is administering. Staff will send out an announcement to our members and that we will be out of the office on Monday, April 30th and Tuesday, May 1st. Staff will be back in the office on Wednesday, May 2nd.

4. **Member Action Request**

➤ **City of Montesano**

Mayor Vini Samuel made the request for a letter to support the city's Safe Routes to School grant application.

5. **ALL- STAFF REPORT**

➤ **Vicki Cummings, Executive Director**

- Met with Kris and Rick (City of Aberdeen) to go over transportation projects.
- Vision 20/20 is trying to decide how to move forward with the group.
- Attended the Heron Street Bridge stakeholder's meeting.
- Working on brownfields meetings, report reviews and submissions to EPA/DOE. Meeting with City of Oakville regarding project needs and GHCOG membership.
- Completed the final chapter review of the SWRTPO Regional Transportation Plan and completed the Unified Planning Work Program Annual Report.
- Attended the Unified Planning Work Program meeting.

➤ **Theresa Juilius, GIS Coordinator**

- Completed Scope of Work contract for the transportation modeling project.
- Updated the City of McCleary map and printed a wall size image.
- Attending webinars in preparation of the 2020 Census.
- Got air photos of the Cosmopolis Boat Launch for Darrin.

- Working on new service map of the Marina for Molly at the Port.
- Public Works loans are currently available for preconstruction.

➤ **Zana Dennis, Office Coordinator**

- Coordination for the Annual Dinner Meeting.
- Organizing and booking EPA Conference arrangements.
- Attended the Heron Street Bridge stakeholder meeting.
- Electric vehicle research in hopes of upcoming funding.

6. **MEMBER/PUBLIC COMMENT**

➤ **Grays Harbor Transit, General Manager Ken Mehin**

- Bus shed should be refurbished in the next 60 days.
- Summer Bus Book is out. May 7th extended Saturday and Sunday service starts.
- Added connecting service route information to this summer's Bus Book.
- Beta testing GPS passenger counter.
- Working to get stop enunciators on the buses.
- Changing phone system to a digital
- Service to Satsop Business Park starts in May.

➤ **City of Ocean Shores, City Councilmember Holly Plackett**

- The new GHCOG representative will be Diane Solem.
- They had 10 applicants for Robert's seat on the council.
- Safe Routes to School project has started.
- South Razor Clam Bridge should be completed soon.
- Associated Arts of Ocean Shores is April 27-29th.
- Ocean Shores was busy for spring break and clam tides.
- Council is meeting to discuss what to do with \$850K surplus in budget.
- Permits for housing are at a high.
- Homelessness report will be presented at next council meeting.

➤ **City of Aberdeen, Councilmember Tim Alstrom**

- City completed their IT Project.
- Interviewing for the Police Chief position.
- Advertising for the City Administrator position.
- Will be looking for a new Director of Finance.
- Starting to prepare for the Founder's Day Parade and Splash Festival.

➤ **Port of Grays Harbor, Deputy Executive Director Leonard Barnes**

- Overstock is up to 250 employees and looking to add more.
- The grow operation at the Satsop Business Park has 50 fulltime employees.
- Military will be doing a training program at the Satsop Business Park in May.
- Friends Landing will have new playground equipment by fall.
- Friends Landing has online site reservations available.
- Viewing tower in Westport will be getting a coat of sealant.
- Replacing boards at Float 6 at the Westport Marina.
- Improving dumpsters at the Westport Marina.
- Main Dock is getting new fencing.
- Float 9 will have a new restroom by fall.
- 28th Street boat launch will close May 1st to start the renovations.

- AGP broke vessel and product records in 2017.
 - REG is at full production, with 2017 being a record year.
 - Pasha is getting more RO/RO orders.
 - Port is redoing their website.
- City of Westport, Mayor Rob Bearden
- Thanks to the Port for everything they do in Westport.
 - Crab Races are the weekend of April 21st.
 - Event tent is set up behind Westhaven Drive.
 - Put an application in for a pilot program on the beneficial use of sand.
 - Presenting bill to Legislature next year for share of State Landing Tax.
 - Talking to the County Commissioners in regard to Safe Routes to School.
 - Should have a design and pricing for the new water facility by the end of April.
 - Attended the Tsunami Road Show.
 - Working on improvements to the Tackle Box property.
- City of Montesano, Mayor Vini Samuel
- Montesano School District made it into the top 100 in the state.
 - Received final printed copies of the Montesano Park Plan.
 - Started the 2nd phase of the Pioneer Avenue street project.
 - Ribbon cutting for the new bathroom at Fleet Park will be 1st week of May.
 - Traffic revision design is almost final and ready to take to council.
 - Applied for grant with DOE for the treatment plant, but still looking for funding.
 - Turned in Annual Report to the State Auditor.
 - Working on a Comprehensive Forestry Management Plan, as Loren will be managing the city forests for Aberdeen and Hoquiam, as well as Montesano.
 - Working on more trail infrastructure for outdoor recreation interests.
- City of Elma, Mayor Jim Sorensen
- The PUD is bringing fiber to Elma.
 - Summit Pacific's new building is coming along quickly.
 - City budget had a \$265K surplus.
 - Looking at streets for chip seal projects.
 - BiMart is close to breaking ground.
 - Hoping to start a study for a new fire hall.
 - Annexation of school, fields and bus barn is complete.
 - Jet Ski races will be held at Vance Creek the last weekend in April.
- Quinault Indian Nation, Councilwoman Clarinda Underwood
- The Quinault Indian Nation 2018-2019 Calendar is out.
 - A new Nugguam is out.
 - The Nation's Annual Report is complete.
 - New Councilmember, John Bryson.
 - Plan to expand four person IT team due to increased hacking threats.
 - Investing in carbon with other tribes.
 - QBRC will have a soft opening in June.
 - Had a 3 day meeting on Roberts Rules of Order.
 - Working on getting WIFI to every home in the Nation.
 - Putting community dumpsters out all year long to discourage dumping.

- Grays Harbor County, Commissioner Vickie Raines
 - Thank you to the Quinault Nation for the awesome calendar.
 - Did a field tour with the Quinault Nation. Looked at septic and other projects to partner that they could partner on.
 - Working with Seabrook and DNR on trails.
 - May partner with Mason County on a criminal justice facility.
 - Vesta Bridge replacement is coming soon.
 - Blue Slough Road was paved.
 - Working on upgrading IT at the County.

- City of Cosmopolis, Councilmember Carl Sperring
 - Parks Department is getting ready for cleanup.
 - Working on updating the cities policies and procedures.
 - Dam project will start up again in early May.
 - Lots of permits for homes and added trailer court slots.

- Grays Harbor PUD, Commissioner Russ Skolrood
 - Lots of snow in the mountains is good for hydro/PUD.
 - 2017 Outage Report is out.
 - PUD will be working on long term planning at its upcoming retreat.

- WSDOT, Theresa Turpin
 - WSDOT will be doing paving on HWY 12 this spring.
 - Heron Street Predesign is moving forward.
 - Online survey for the Heron Street Predesign will be out in May or June.

7. ADJOURNMENT

With no further business to discuss, the meeting was adjourned at 8:18 p.m.

GRAYS HARBOR COUNCIL OF GOVERNMENTS
 115 S. Wooding St.
 Aberdeen, Washington 98520

Tim Alstrom
 2nd Vice-Chair

Date

Vicki Cummings
 Executive Director

Date