

GRAYS HARBOR
COUNCIL OF GOVERNMENTS
MEETING MINUTES
April 20, 2017

1. **CALL TO ORDER**

- The meeting, held in the Port of Grays Harbor Commission Chambers, Aberdeen, was called to order by Chairman Tim Alstrom at 7:00 p.m. Flag salute was held and attendance was called.

2. **ATTENDANCE**

➤ Members:

- City Councilmember Tim Alstrom (City of Aberdeen)
- City Councilmember John Lynn (City of Ocean Shores)
- Mayor Rob Bearden (City of Westport)
- City Councilmember Carl Sperring (City of Cosmopolis)
- Michael Cardwell (Quinault Indian Nation)
- Commissioner Russ Skolrood (Grays Harbor PUD)
- Ken Mehin (Grays Harbor Transit)
- City Councilmember Dan Wood (City of Montesano)
- Commissioner Chuck Caldwell (Port of Grays Harbor)
- Allison Grubbs (Timberland Regional Library)
- Commissioner Randy Ross (Grays Harbor County)

➤ Staff:

- Vicki Cummings, Executive Director
- Theresa Julius, GIS Coordinator

➤ Guest:

- Cheryl Haywood, Timberland Regional Library

A quorum was established.

3. **INTRODUCTION**

➤ **Cheryl Haywood, Library Director for the Timberland Regional Library**

Cheryl Haywood gave a presentation to update the board on the libraries current and ongoing programs.

- The partnership with GH Transit to sell bus passes in the libraries has been a success and is likely to expand to other counties.
- The Pacific Mountain Workforce Development Council (PMWDC) provided funding for a pilot program in Pacific County where library patrons can check out Chromebooks to access WorkSource resources, create resumes and apply for jobs.

The Elma Friends of the Library were so moved by the program that they are providing money so the Elma Library can get a Chromebook.

- Another pilot program will be identifying one library per county to become a Microsoft Office Certification test site, which couples well with the online Microsoft Office Academy that library users have access to.
- Universal Class and Lynda.com were two additional online training services the library added this year.
- Last year the My TRL card, which is an online only library card, was issued to 10,000 students in Olympia. 4,200 have been using their cards. TRL is hoping to expand this program for other students in Timberland Library areas.
- Theme for the 2017 summer reading program is Build a Better World.
- You can now get a library card that features the winning art work from the children and teen art contest last year. You will need to get a new card number if you already have a library card.
- If Grays Harbor County residence had to buy everything they had checked out in the last year it would have cost over \$8.5 million dollars.

4. **GHCOG BUSINESS**

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

Chairman, Tim Alstrom, asked for approval of the current meeting Agenda.

Michael Cardwell made a motion to approve; second, Russ Skolrood. Motion passed unanimously.

➤ **Action: Approval of March 2017 Minutes**

Chairman, Tim Alstrom, asked for approval of the March 2017 Minutes.

Carl Sperring made a motion to approve; second, Michael Cardwell. Motion passed unanimously.

➤ **Administrative Sub-Council Report**

Chairman, Tim Alstrom, reported that April claims and April payroll were reviewed and approved.

➤ **Action: Approval of April Claims Batch #17-04 and April Payroll**

Chairman, Tim Alstrom, asked for approval of the April Claims, Batch #17-04 in the amount of \$5,098.16 and April 2017 Payroll in the amount of \$14,316.83.

John Lynn made a motion to approve; second, Russ Skolrood. Motion passed unanimously.

OLD BUSINESS

➤ **Action: Resolution #612 for 2017/2018 Surface Transportation Program Funding**

The board was asked to approve \$1,067,046 in additional funding to projects that the Technical Advisory Committee (TAC) recommended at the March 24th TAC meeting. These funds needed to be distributed in order for the region to meet our STP funding allocation and WSDOT's new obligation target requirements. The TAC has recommended the list of projects (included in the packet) for funding.

Michael Cardwell made a motion to approve; second, Russ Skolrood. Motion passed unanimously.

➤ **Discussion: WSDOT EV Infrastructure Pilot Program**

The grant application and guide book were finally released on April 5th. Vicki spoke with the Quinault Indian Nation and they are planning to submit an application, but to complete the corridor and link to the I5 Electric Highway charging station in Tumwater, we need to include Elma and Aberdeen for a complete corridor. This grant is very complex, as it requires public-private partnership and various other requirements. We need cities, private entities, and our PUD to partner together to complete the application. It would be ideal to also secure some match funds so we have more than in-kind match on the applications. We will be working on this diligently until the applications are due on May 12th.

NEW BUSINESS

➤ **None**

5. ALL- STAFF REPORT

➤ **Vicki Cummings, Executive Director**

- Attended Unified Planning Work Program meeting.
- Attended Regional Transportation Planning Organization meeting.
- Hosting Phase II of the Corridor Sketch Workshop on 3/31.
- Working on the Westport Park Plan.
- Going to start working on the Hoquiam Park Plan.
- Met with the .09 Committee. Establish Bylaws and working on the application.
- Final Wynochee-Wishkah Road Flood Study Open House is on May 3rd.
- Met with Cheryl and Allison from Timberland Library.
- Zana completed the 2016 Annual Report and it has been submitted.

➤ **Theresa Julius, GIS Coordinator**

- Staffed the Phase II of the Corridor Sketch Workshop.
- Most recent Funding Newsletter is now available.
- Demographic Brochure has been updated and is available.
- Continues work to ensure the STP awards meet our Obligation Targets.
- Working on multiple mapping projects for six different member entities.

6. MISCELLANEOUS BUSINESS

➤ **None**

7. MEMBER/PUBLIC COMMENT

➤ **Grays Harbor Transit, Ken Mehin**

- Still negotiating the labor union contract.
- Offering free rides to Veterans.
- Installed a used oil burner to use up old oil and heat the shop.
- New bus book is scheduled to come out the last week of April.
- Sunday bus service will become permanent in May.
- GPS tracking goes live May 1st. Go to Transit website to download an app.

- Quinault Indian Nation, Michael Cardwell
 - EV Grant is Michael's main focus at this time due to the complexity of the grant, time constraints and Michael being the lead grant writer.
 - Attended American Planning Association forum in Hood River.
 - QBR expansion is in motion. Hope to break ground at Hogan's Corner soon.
 - Signed contract with Wise Wood to build the Biomass project in the energy park.

- City of Montesano, City Councilmember Dan Wood
 - Approved the hiring of a Public Works/Community Development Director.
 - Pioneer Project is back on track. Thanked GHCOG staff for their help in keeping the project moving.
 - The McBride project is going forward.
 - The waste water treatment plant is getting affected by the river. Need to get money from the capital budget for another wall.
 - Developing 2 budgets one taking Tim Iman's initiative into account.
 - May 29th Montesano will have 2 dedications. One at Fleet Park at 11am for Johnny Chambers and David Ira Harner memorial and the 2nd down the street on Academy where a memorial sign will be dedicated to Tim Davis.

- City of Ocean Shores, City Councilmember John Lynn
 - Waiting for a final decision on repayment schedule for the convention center.
 - Pt. Brown project had an open house and they have an online survey available.
 - South Razor Clam Bridge project is going out to bid.
 - Building permits are in high demand.
 - Still in debate over Marijuana and Bikini Barista ordinances.

- Timberland Regional Library, Allison Grubbs
 - Hiring a new Library Manager in Elma, the old manager moved to a new position.
 - Anticipating hiring 4 new positions in Aberdeen. 2 temp positions for Libraries in the Park and 2 positions to replace retiring employees.

- City of Westport, Mayor Rob Bearden
 - Thanks to GHCOG and all their help.
 - Thanks to everyone. Glad to be part of the community. We work well together.

- Grays Harbor County, Commissioner Randy Ross
 - Hope to have the tax title procedures and an employee in place by June 1st.
 - Dan Lindgren new parcel search engine is live on the County website.
 - Approved 3 new positions; Public Records Officer, Public Works Accountant and new position in the planning department.

- City of Cosmopolis, City Councilmember Carl Sperring
 - Finalized police negotiations.
 - Paid off some long term debt.
 - The city is seeing payoff on the long range planning they started a year ago.

