

GRAYS HARBOR
COUNCIL OF GOVERNMENTS
MEETING MINUTES
June 21, 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 Diane Solem (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)
- Operations Supervisor Debbie Rose (Grays Harbor Transit)
- Commissioner Chuck Caldwell (Port of Grays Harbor)
- Commissioner Vickie Raines (Grays Harbor County)
- Mayor Jasmine Dickhoff (City of Hoquiam)
- Senior Library Manager Stephanie Reece (Timberland Library)

➤ Staff:

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

➤ Guests:

- Theresa Turpin, WSDOT Multimodal Development 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.

Tim Alstrom made a motion to approve; second, Vickie Raines. Motion passed unanimously.

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

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

Tim Alstrom made a motion to approve; second, Diane Solem. Motion passed unanimously.

➤ **Administrative Sub-Council Report**

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

➤ **Action: Approval of June Claims Batch #18-06 and June Payroll**

Chairman, Jim Sorensen, asked for approval of the June Claims, Batch #18-06 in the amount of \$20,275.02 and June 2018 Payroll in the amount of \$14,712.08.

Jasmine Dickhoff made a motion to approve; second, Vickie Raines. Motion passed unanimously.

OLD BUSINESS

- None

NEW BUSINESS

➤ **DISSCUSSION: Potential New GHCOG Administration Project**

WSDOT has historically served as the lead agency for the Peninsula Regional Transportation Planning Organization (PRTPO). As of next year they will no longer be fulfilling those duties. GHCOG has been in discussion with the PRTPO regarding our interest in taking on the lead agency role. If GHCOG was to take over managing the Peninsula RTPO we would manage them for a year and then look at the possibility of GHCOG moving from the Southwest RTPO to the Peninsula RTPO for congruency. This change would only occur if the budget numbers support the work and the changeover benefits the GHCOG membership. Approval of the County Commissioners will be needed.

➤ **ACTION: Approval of GHCOG Office Lease 2018-2022 with Port of Grays Harbor**

GHCOG asked the board to approve signing a 5 year extension on our office space lease with the Port of Grays Harbor.

Jasmine Dickhoff made a motion to approve; second, Vini Samuel. Motion passed unanimously.

➤ **ACTION: Approval of Resolution #625 - Grays Harbor Council of Governments 2019 – 2024 Transportation Improvement Plan**

Vicki asked for approval of GHCOG's annual six year TIP, which includes seven planned projects awaiting future federal transportation funding and three projects for Surface Transportation Program Administration that received federal transportation funding for 2019, 2020, 2021.

Vickie Raines made a motion to approve; second, Jasmine Dickhoff. Motion passed unanimously.

➤ **ACTION: Approval of Resolution #626 – GHCOG contract with Cowlitz-Wahkiakum Council of Governments**

As the Regional Transportation Planning Organization's (RTPO) lead planning agency, Cowlitz-Wahkiakum Council of Governments (CWCOG) has entered into an Interlocal Agreement with the GHCOG for the performance of regional transportation planning activities for and in Grays Harbor County. GHCOG has completed a scope of work and will receive a maximum of \$35,000 under the Agreement.

Chuck Caldwell made a motion to approve; second, Vickie Raines. Motion passed unanimously.

➤ **ACTION: Approval of Resolution #627 Honoring Chuck Caldwell**

Approved a resolution and presented a certificate of appreciation to Chuck Caldwell for serving the Grays Harbor Council of Governments for over sixteen years (2002 - 2018) in his capacity as designated representative of the Port of Grays Harbor to the GHCOG Board.

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

4. **Member Action Request**

➤ **Grays Harbor County: Do you want to keep your designated assembly areas?**

Chuck Wallace from Grays Harbor County Emergency Management talked to the board about the grant funded evacuation walk maps he is working on getting completed by the end of July. He needs each city to let him know if they would like to keep assembly areas on their map, if they have designated one, as it was brought to his attention that they can be a liability for the city, as you could be “required” to provide a certain amount of supplies, etc. Please be sure to let Chuck know by July 20th, 2018.

A few other bits of information from Chuck Wallace:

1. FEMA approved the areas Hazard Mitigation Plan, which covers 20 jurisdictions.
2. By 2020 everyone area in coastal Washington will have an evacuation walk map.
3. A Tsunami App is also going to be launched that will tell you the expected arrival time of an incoming tsunami and how long it will take you to get to safety.
4. Chuck does emergency preparedness training every 6 weeks.

5. **ALL- STAFF REPORT**

➤ **Vicki Cummings, Executive Director**

- GHCOG Annual Report Audit has begun.
- Brownfield grant is going well. Had a Brownfields Advisory Meeting on June 14th. Approved 8 sites in Aberdeen and Hoquiam for level 1 assessments and are starting area wide planning for Cosmopolis.
- Held a Human Transportation Services Plan (HSTP) meeting on June 31st. The HSTP survey closed on June 22nd.
- Went to Pacific Beach with Commissioner Raines to evaluate sidewalk infrastructure and to ideas for possible funding sources for future build out.
- Starting to work with Mike Bruner in preparation for doing the County’s Park and Recreation Plan.
- The .09 grant process is open again. Vicki is a member of the committee.
- Congratulations to Quinault Indian Nation for winning the 2018 Smart Community Award for their Taholah Village design.

➤ **Theresa Juilius, GIS Coordinator**

- GH Traffic Model is moving along nicely and traffic counters are going out soon.
- Working on maps for Aberdeen, Westport and Hoquiam.
- Announced that Theresa will be on vacation for the month of August.

➤ **Zana Dennis, Office Coordinator**

- Working with the Port to get our new lease agreement in place.
- Attended the Brownfields Advisory Meeting.
- Attended the Heron Street Bridge stakeholder meeting.
- Working with cities to complete their 2019-2024 TIPS.

6. MEMBER/PUBLIC COMMENT

- Grays Harbor Transit, Operations Supervisor Debbie Rose
 - Bus shed will be completed by the end of June.
 - As of June 29th service to Satsop Business Park will be discontinued.
 - The Montesano Transit Station is getting a paving upgrade.
 - Patti Carlin will be retiring in October.
 - Currently hiring an Operations Manager.
- City of Ocean Shores, City Councilmember Diane Solem
 - The Annual Flag Day Parade had a good turnout.
 - STEM programs will be running for Ocean Shores students for the next 3 weeks.
 - Still in talks about restoring ferry service between Ocean Shores and Westport.
 - The Sand and Sawdust Festival is the weekend of June 22nd.
- City of Aberdeen, Councilmember Tim Alstrom
 - The Founder's Day Parade is at 11 am on June 30th.
 - Splash Festival is on the 4th of July. Day activities at Morrison Riverfront Park and evening activities at the Historic Seaport.
 - The city hired a New Chief of Police, Steve Shumate.
 - Thanks to everyone for their help with the museum fire.
 - Coastal Community Action Program (CCAP) will be working out of the old Seafirst building in due to the fire.
- Port of Grays Harbor, Commissioner Chuck Caldwell
 - Port is busy, 20% over budget on grain.
 - Meetings are going well with BHP and we should know if they have chosen the Hoquiam site by the 2019.
- City of Westport, Mayor Rob Bearden
 - Pirate Daze start June 22nd and go thru the weekend.
 - The Hawaiian Chieftain is in town.
 - Sport salmon fishing opens July 1st.
 - Tuna fishing will be opening shortly after the 1st of July.
 - City had their first budget workshop at their council meeting.
 - Approved a plan with Roglins for the water facility.
 - Received a grant for their sewer pump station.
 - Pirate Daze parade will be on June 24th.
- City of Montesano, Mayor Vini Samuel
 - Mayor Samuel encouraged ribbon cutting events. Said they have been great community events. They had one for the new toilets at Fleet Memorial Park and another one recently for the Able House Inn.
 - Bee Hive has new owners and they are doing improvements before reopening.
 - Pioneer Avenue will get striped in a few weeks.
 - The bid to repave Marcy Street came in under budget.

- Thanks to Transit for the Montesano Transit Station improvements.
 - The city has installed cameras at the entrances to the city and plan to install cameras at the parks and transit station as well in the future.
- City of Elma, Mayor Jim Sorensen
 - City wide garage sale is the last weekend in June.
 - Summit Pacific's new building is coming along quickly.
 - Bi-Mart has delayed construction.
- City of Hoquiam, Mayor Jasmine Dickhoff
 - River Run Revival car show is June 30th.
 - Have the summer hires working on pressure washing this season.
 - Receiving the help of an unpaid administrative intern for the summer.
 - The summer Park and Play program has begun and is going well.
 - Cleaning up Adam's Street lookout point in anticipation of receiving a grant for further improvements.
- Grays Harbor County, Commissioner Vickie Raines
 - Meet with Sheriff, Chief of Corrections and Mason County in regard to the idea of building a new jail that would span the two counties.
 - Chuck Caldwell has been a pleasure to work with and will be missed.
- City of Cosmopolis, Councilmember Carl Sperring
 - Quigg Bros are working on the Mill Creek Dam again.
 - Mill Creek Park will be closed until the end of July.
 - Fish and Wildlife are doing a fish passage study at the dam.
 - Summer cleanup has started around the city.
 - Starting to plan for the Festival in the Park.
 - Building starts are going strong, 17 so far this year.
 - Budget is looking good, expenses are down and revenue is up.
- Timberland Library, Senior Library Manager Stephanie Reece
 - Summer library programs started June 1st
 - Park programs started June 16th and had great attendance.
 - New library event calendar for all of GH County events is out.
 - Also have a teen library event calendar for all of GH County.
 - June 30th all the TRL's in the county will be having a cupcake party from 1-3pm.
 - TRL will have a float/van in the Founder's Day Parade.
 - On July 14th Owl turns 50. The library will be having cake and you can get your photo taken with Owl.
- WSDOT, Theresa Turpin
 - The map and marker exercise with the stakeholder group produced 9 alternatives for the Heron Street Bridge replacement.
 - The purpose and needs statement for the Heron Street Bridge is completed.
 - Theresa will have a booth at the Splash Festival to get further public input and have maps for the public to draw on, which could produce more alternatives.

7. ADJOURNMENT

With no further business to discuss, the meeting was adjourned at 7:47p.m.

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

Jim Sorensen
Chair

Date

Vicki Cummings
Executive Director

Date