

**GRAYS HARBOR
COUNCIL OF GOVERNMENTS
MEETING MINUTES
May 17, 2018**

1. CALL TO ORDER

- The meeting, held in the Port of Grays Harbor Commission Chambers, Aberdeen, was called to order by 2nd Vice-Chair Tim Alstrom at 7:00 p.m. Flag salute was held and attendance was called.

2. ATTENDANCE

➤ Members:

- City Councilmember Diane Solem (City of Ocean Shores)
- City Councilmember Holly Plackett (City of Ocean Shores)
- City Councilmember Tim Alstrom (City of Aberdeen)
- Mayor Rob Bearden (City of Westport)
- Mayor Vini Samuel (City of Montesano)
- General Manager Ken Mehin (Grays Harbor Transit)
- Commissioner Russ Skolrood (Grays Harbor PUD)
- Commissioner Chuck Caldwell (Port of Grays Harbor)
- Councilwoman Clarinda Underwood (Quinault Indian Nation)
- Mayor Jasmine Dickhoff (City of Hoquiam)
- Senior Library Manager Stephanie Reece (Timberland Library)

➤ Staff:

- Vicki Cummings, Executive Director
- Zana Dennis, Office Coordinator

➤ Guest:

- Cheryl Haywood, Timberland Regional Library
- Theresa Turpin, WSDOT Multimodal Development Manager
- Tim Horton, Skillings Connolly Project Manager

A quorum was established.

3. PRESENTATION

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

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

- The partnership with GH Transit to sell bus passes in the libraries has been a success and has expanded to eight locations since its inception.
- TRL is now a connection site for Workforce Development and have put together a Rapid Response Team to assist people after a layoff, as well as hold major hiring events at the libraries.
- Received a grant for Chromebooks for the ESL & 21+ High School program.
- Internet access is open all day if no wait list and WIFI is available 6am to 12am, which is why you may see people sitting outside the library after hours.

- The Aberdeen Library has become a Microsoft Office Certification test site, which couples well with the online Microsoft Office Academy that library users have access to.
- The library has a new Virtual Reality Training Program, birding backpacks and STEM related programs.
- Theme for the 2018 summer reading program is “Libraries Rock!”
- Explore Timberland is a 6 month pilot program where book boxes are put throughout the community for people to take and keep.
- My TRL is providing E-numbers for K-12 students for online only resources.

4. **GHCOG BUSINESS**

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

2nd Vice-Chair, Tim Alstrom, asked for approval of the current meeting Agenda.

Jasmine Dickhoff made a motion to approve; second, Ken Mehin. Motion passed unanimously.

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

2nd Vice-Chair, Tim Alstrom, asked for approval of the April 2018 Minutes.

Clarinda Underwood made a motion to approve; second, Jasmine Dickhoff. Motion passed unanimously.

➤ **Administrative Sub-Council Report**

2nd Vice-Chair, Tim Alstrom, reported that May claims and May payroll were reviewed and approved.

➤ **Action: Approval of May Claims Batch #18-05 and May Payroll**

2nd Vice-Chair, Tim Alstrom, asked for approval of the May Claims, Batch #18-05 in the amount of \$6,436.45 and May 2018 Payroll in the amount of \$14,712.08.

Ken Mehin made a motion to approve; second, Clarinda Underwood. Motion passed unanimously.

OLD BUSINESS

➤ **Discussion: Grays Harbor Regional Transportation Model Update**

GHCOG received STP funds to contract with Thurston Regional Planning Council (TRPC) on a GH Transportation Model. Theresa is working with TRPC to determine the traffic count locations and some entities, like Aberdeen, Ocean Shores, the County and WSDOT will be providing their counters for the project. We will have approximately 150 count locations in all. After the study is complete we will have a data base to work from, which will help with future studies and/or counts in our area.

NEW BUSINESS

➤ **Action: Approval of City of Oakville Membership**

Vicki has had a few meetings with the City of Oakville and they have decided that would like to become GHCOG members again. We are asking the board to approve their membership. The members welcomed the City of Oakville back to the GHCOG table and expressed their optimism and enthusiasm to work with the City. The GHCOG now has full county-wide membership.

Chuck Caldwell made a motion to approve; second, Clarinda Underwood. Motion passed unanimously.

➤ **Discussion: Coordinated Public Transportation—Human Service Transportation Plan (HSTP)**

Every two years we work with the SW WA Regional Transportation Planning Organization to update the Unified Planning Work Program for which the HSTP is an important part of. We will be holding a public meeting on May 31st at the Shoppes at Riverside to get feedback from the community and providers. An HSTP survey is available we encourage you to share it with community members for feedback.

5. Member Action Request

- None

6. ALL- STAFF REPORT

➤ **Vicki Cummings, Executive Director**

- Attended the Oregon EPA Brownfields conference.
- The EPA Assessment grant has identified sites to assess in Aberdeen and Hoquiam, whereas Cosmopolis is starting area wide planning.
- Working on the HSTP update. Open house is May 31st.
- Finished the UPWP update.
- Attended the Heron Street stakeholder meeting.
- Attended a community meeting on poverty.
- Had an area wide funding strategy meeting for the East Aberdeen Mobility project.
- Attending SWRTPO meeting on 5/18.

➤ **Zana Dennis, Office Coordinator**

- Submitted an EV Charging proposal to Electrify America, meeting 5/31.
- Attended the Roadmap to WA conference in Pacific County.
- Had a regional phone conference to discuss STP obligation targets for 2018.
- The Oregon EPA Brownfields conference was very informative.

7. MISCELLANEOUS BUSINESS

- None

8. MEMBER/PUBLIC COMMENT

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

- Ken is in his fourth year at Grays Harbor Transit.
- Started a 3 month trial service to the Satsop Business Park.
- The bus shed renovation will be complete in 5 weeks.

➤ **Quinalt Indian Nation, Councilwoman Clarinda Underwood**

- Intertribal Timber Council will be held at the QBRC and the Ocean Shores Convention Center the weekend of June 4-7th. The Symposium is to be able to “show off” your Tribe’s resources, traditional foods, and cultural ways such as, basket weaving with cedar.

- Clarinda is the Prayer Warrior for the council and learned the Lord's Prayer in the Quinault language so she could perform the invocation in Quinault Language specifically for the National Indian Timber Symposium.
 - Clarinda is celebrating five years on the council.
- City of Montesano, Mayor Vini Samuel
 - Attending Rural Development Conference in Portland.
 - Been doing community outreach since the attempted abduction.
 - Construction will be going on most of the summer.
 - Working on a trail infrastructure grant proposal.
- City of Ocean Shores, City Councilmember Holly Plackett
 - Introduced our new GHCOG representative, Diane Solem.
 - Announced that McDonalds is currently doing a renovation.
 - Excited about the Intertribal Timber Council Symposium at the convention center.
- City of Ocean Shores, City Councilmember Diane Solem
 - Razor Clam Bridge is completed and opened on 5/21.
 - Finishing up the Safe Routes to School project.
 - Received RCO grant to start the High Dunes Trail. It will be a multiphase project.
 - City is starting a pilot summer youth program.
 - The board has decided the budget surplus is going to street projects.
- Timberland Regional Library, Senior Library Manager Stephanie Reece
 - Stephanie has been officially hired as the Library Manager.
 - Stephanie plans to do more collaboration with the libraries and the community.
- City of Westport, Mayor Rob Bearden
 - About to go out to bid for chip seal project.
 - Working on the 2019-2024 TIP.
 - Improving the Tackle Box property. Tent is there for Memorial Weekend.
 - Blessing of the Fleet is Memorial Weekend.
 - Halibut season is off to a good start.
 - Smart City pilot program should start in June.
- Port of Grays Harbor, Commissioner Chuck Caldwell
 - Quarterly reports showed that the Port is doing well.
 - One year left on the VW contract. Still storing a lot of them on the property.
 - Chuck is retiring so the East County Port Commissioner position is open.
 - BHP is coming to meet with the Port again in June.
- City of Aberdeen, City Councilmember Tim Alstrom
 - Down to final two candidates for the Chief of Police position.
 - Thanks to the Hoquiam police for their help and input during the transition.
 - Thanks to Montesano for letting Aberdeen use their accountant while they are working to fill the position.
- Summer Programs organized by Aberdeen, TRL and the School Board start soon.
 - The city's flower baskets are out for all to enjoy.

