

GRAYS HARBOR
COUNCIL OF GOVERNMENTS
MEETING MINUTES
September 21, 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 6:30 p.m. Attendance was called.

2. **ATTENDANCE**

➤ **Members:**

- City Councilmember Tim Alstrom (City of Aberdeen)
- City Councilmember John Lynn (City of Ocean Shores)
- City Councilmember John Pellegrini (City of Hoquiam)
- City Councilmember Carl Sperring (City of Cosmopolis)
- Commissioner Russ Skolrood (Grays Harbor PUD)
- Mayor Jim Sorensen (City of Elma)
- Mayor Rob Bearden (City of Westport)
- Councilwoman Clarinda Pies Underwood (Quinault Indian Nation)
- Allison Grubbs (Timberland Regional Library)
- Todd Baun (City of McMcleary)
- Mayor Vini Samuel (City of Montesano)
- Commissioner Chuck Caldwell (Port of Grays Harbor)
- Terri Gardner (Grays Harbor Transit)

➤ **Staff:**

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

➤ **Guest:**

- Dennis Engel, WSDOT Planning Manager
- Rich, DEA

A quorum was established.

3. **GHCOG BUSINESS**

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

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

Clarinda Underwood made a motion to approve; second, John Pellegrini. Motion passed unanimously.

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

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

Clarinda Underwood made a motion to approve; second, John Pellegrini. Motion passed unanimously.

➤ **Administrative Sub-Council Report**

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

➤ **Action: Approval of September Claims Batch #17-09 and September Payroll**

Chairman, Tim Alstrom, asked for approval of the September Claims, Batch #17-09 in the amount of \$4,114.44 and September 2017 Payroll in the amount of \$14,316.83.

Carl Sperring made a motion to approve; second, John Pellegrini. Motion passed unanimously.

OLD BUSINESS

- None

NEW BUSINESS

Action: Approval of Resolution #617, Grays Harbor 2018 – 2023 Regional Transportation Improvement Plan

Grays Harbor's Regional Transportation Improvement Plan is a compilation of transportation improvement plans from local agencies within GHCOG's jurisdiction. Every year GHCOG staff compiles, reviews and updates local agency TIPs. After approval by the GHCOG Board, staff forwards the information to the Southwest Washington Regional Transportation Planning Organization. Funded projects are forwarded to WSDOT for inclusion in the State TIP. This process is necessary to receive transportation funding.

Carl Sperring made a motion to approve; second, Clarinda Underwood. Motion passed unanimously.

➤ **Action: Approval of Resolution #618, Grays Harbor Council of Governments STP Planning funding increase**

At the August GHCOG board meeting the board discussed increasing GHCOG's annual STP planning funds from \$60,000 per year to \$65,000 per year. A formal resolution was presented and approved at this meeting.

Clarinda Underwood made a motion to approve; second, Jim Sorensen. Motion passed unanimously.

➤ **Action: Approval of Resolution #619, Grays Harbor Council of Governments Staff Salary Ranges**

Staff salary ranges had not been adjusted for inflation since 2011. Vicki did research and updated the salary ranges to be approved by the board. This document needs to be in place for audit and accountability purposes.

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

➤ **Discussion: Annual Budget/Dinner Meeting Date: Thursday Dec. 7 vs Thursday Dec. 14th**

The third Thursday of the month lands on the 21st in December, so we asked the board what date they would prefer GHCOG hold the Annual Budget and Dinner Meeting. The board asked that we send out a survey to conclude which date was preferred.

4. ALL- STAFF REPORT

➤ **Vicki Cummings, Executive Director**

- Working with SWRTPO on updating the Regional Transportation Plan.
- Met with Aberdeen and WSDOT on East Aberdeen/Heron Bridge planning.
- Had an East Aberdeen project kiosk at the BHP Open House.
- Brownfield MOU's are signed. Team meeting set for October.
- Participating in Tiger Grant, Maritime and Fast Act webinars.
- Met with TRPC's new Executive Director, Marc Daily.
- Met with Ocean Shore's new Grant Coordinator, Sarah Bisson.
- The Westport Park Plan was adopted by their council.
- GHCOG 2017-2018 Presentation to the Port.
- Did a presentation at the Answers For All meeting in Ocean Shores.
- Met with a group about reviving the Ocean Shores/Westport Ferry.
- Attending the SWRTPO meeting on September 29th.
- Encouraging attendance for AWC Regional Meeting in Hoquiam on October 26th.

➤ **Zana Dennis, Office Coordinator**

- Continue to work on the 2018 Budget.
- Attended WCIF Health Benefit Conference.
- Working on 2019-2021 STP program funding.
- Working with Theresa on finishing up the Montesano Park Plan.

6. MISCELLANEOUS BUSINESS

None

7. MEMBER/PUBLIC COMMENT

➤ **Grays Harbor Transit, Terri Gardner**

- Hired a new procurement and grant writer, Martin Best.
- New program starting October 23rd called Token Transit, which is a paperless bus pass that you can download to your phone.

➤ **Quinalt Indian Nation, Clarinda "Pies" Underwood**

- Attended the Inter Tribal Timber Council at QBR last week.
- QBR remodel has been completed.
- Nation is working on getting Fiber Optic cable.
- Almost done forming the Civil Service Committee.

➤ **City of Ocean Shores, City Councilmember John Lynn**

- None.

- Port of Grays Harbor, Commissioner Chuck Caldwell
 - Working on 2018 Budget, lots of unknowns to try to factor in.
- City of Westport, Mayor Rob Bearden
 - Clean Water Classic is this weekend.
 - Working on chip seal and sidewalk projects.
 - England Marine is building a new building.
 - Dedication for the new flag pole this weekend.
 - Reach the Beach is the last weekend of September.
 - Working with John Snyder on development of State Park property.
 - Looking at possibility for an emergency beach access point closer to town.
 - Tuna fishing is hot.
- City of McCleary, Todd Baun
 - Working on 2018 Budget.
 - Letters went out for ROW phase of 3rd Street project.
 - The City is working on a Comprehensive/Strategic Plan.
 - Wildcat detour is still in place.
- City of Elma, Mayor Jim Sorensen
 - Elma and McCleary are sharing a Labor Attorney to rewrite policies.
 - Excited for possibility of BHP, but concerned about train traffic.
 - Adopted retail marijuana ordinance.
 - Showcase GH highlighted East County businesses this year.
 - Summit Pacific broke ground on their new building.
 - Working on the 2018 Budget.
- City of Cosmopolis, City Councilmember Carl Sperring
 - Festival in the Park was a success.
 - Working on updating policies and procedures.
 - Working toward having a Financial Policy.
 - Town Hall meeting on October 4th.
 - Dam project is moving along.
 - Flood Authority tour on October 19th.
- Grays Harbor PUD, Commissioner Russ Skolrood
 - Working on 2018 Budget.
 - Just had a presentation on BPA.
 - LED lighting is now in all GH County cities.
 - Interest in Trans Pacific Fiber in WA State.
- City of Hoquiam, City Councilmember John Pellegrini
 - Did not have a quorum for last city council meeting.
 - City started LED street lighting replacement. Amazing cost savings!
 - The BHP presentation went very well.

