

**GRAYS HARBOR
COUNCIL OF GOVERNMENTS
MEETING MINUTES
September 20, 2018**

1. CALL TO ORDER

- The meeting, held in the Port of Grays Harbor Commission Chambers, Aberdeen, was called to order by 1st Vice-Chairman Carl Sperring at 6:30 p.m. Flag salute was held and 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 Vini Samuel (City of Montesano)
- Commissioner Phil Papac (Port of Grays Harbor)
- General Manager Ken Mehin (Grays Harbor Transit)
- Public Works Director Todd Baun (City of McCleary)
- Commissioner Vickie Raines (Gray Harbor County)
- Commissioner Russ Skolrood (Grays Harbor PUD)
- Councilwoman Clarinda “Pies” Underwood (Quinault Indian Nation)

➤ Staff:

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

➤ Guests:

- Robert Stevens, CWCOG Transportation Planner II
- Theresa Turpin, WSDOT Multimodal Development Manager
- Tim Horton, Project Manager Skillings Connolly

A quorum was established.

3. PRESENTATION

➤ **Transportation Alternatives (TA) – Upcoming Call for Projects**

Robert Stevens gave a presentation on the Transportation Alternatives (TA) program for which Cowlitz-Wahkiakum Council of Governments (CWCOG) will be accepting applications for from entities within the five county RTPO, Grays Harbor being one of the five. Robert went over what activities are eligible under the TA program, how much funding they would be programming, the screening criteria, review/award process, the timeline and project obligation requirements.

- Call for Projects Opens mid-October 2018
- Call for Projects Closes the beginning of January 2019

4. **GHCOG BUSINESS**

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

1st Vice-Chairman, Carl Sperring, asked for approval of the current meeting Agenda.

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

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

1st Vice-Chairman, Carl Sperring, asked for approval of the August 2018 Minutes.

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

➤ **Administrative Sub-Council Report**

1st Vice-Chairman, Carl Sperring, reported that September claims and September payroll were reviewed and approved.

➤ **Action: Approval of September Claims Batch #18-09 and September Payroll**

1st Vice-Chairman, Carl Sperring, asked for approval of the September Claims, Batch #18-09 in the amount of \$47,503.70 and September 2018 Payroll in the amount of \$14,712.08.

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

OLD BUSINESS

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

Still negotiating with WSDOT and Peninsula RTPo on what the operational model should look like and if it will work for our agency. If things work out we will come back to the board in January for board approval. WSDOT would assist with transition until we fully took over as lead in July of 2019.

NEW BUSINESS

➤ **DISCUSSION: O’Brien’s Dinner Information**

The annual dinner invitation was included in the meeting packet. The meeting will be held on December 6th at 6:30pm in the Port Commission Chambers. O’Brien’s will be catering the dinner. The cost including tax and gratuity is \$22 per person via cash or check. Payments are made to GHCOG and due by November 13th. If that deadline is missed, the final opportunity for payment will be the November 15th board meeting.

➤ **DISCUSSION: Highway Infrastructure Program Funding Opportunity**

Zana sent out a notice to all public works staff of a onetime funding opportunity called the Highway Infrastructure Program (HIP). Our area received \$117,239 to distribute between urban and rural projects with a 13.5% match requirement. These funds can only be used on very limited roadways and for very specific purposes. Project applications are due Friday, September 28th. The TAC will meet on October 23rd to approve projects and we will present the projects to you for final approval at the November board meeting.

5. **Member Action Request**

- None

6. **ALL- STAFF REPORT**

➤ **Vicki Cummings, Executive Director**

- EPA grant has approved 10 sites in Aberdeen/Hoquiam for Phase 1 assessments and an Area-Wide Assessment is recommended for Cosi.
- .09 Committee met and made funding recommendations to commissioners.
- Unspent TA funds from last call were partially redistributed to City of Aberdeen for their Boone Street project.
- Met with SWRTPO to review and comment on Human Services Transportation Plan grant program and guidelines. Projects will be approved at December 12th SWRTPO meeting.
- Heron Street Bridge meetings have been put on hold while they conduct a Navigation study to see what the actual height requirements are for bridge.
- Working on Goal 3 of RTP. Will be contacting staff to compile a rural ITS inventory and develop a white paper on impediments to EV readiness.

➤ **Theresa Julius, GIS Coordinator - reported via Vicki Cummings**

- GH Transportation Model fall counts going out soon.
- Thanks to Brad for helping with Aberdeen Fire map book.
- Need any prospective TA projects that aren't on current bike/ped map.
- Working with Tracy at Hoquiam on Sunset Memorial plot locator map.

➤ **Zana Dennis, Office Coordinator**

- Highway Infrastructure Program applications are due Friday, September 28th.
- Solar grant is available via Department of Commerce.
- Reminder to have staff participate in PUD utility coordination meetings.
- Tonight is my last meeting until summer as I am starting a Master's program.

7. **MISCELLANEOUS BUSINESS**

- None

8. **MEMBER/PUBLIC COMMENT**

➤ **Quinault Indian Nation, Councilwoman Clarinda "Pies" Underwood**

- Clarinda has been on the council for 6 years, but is going full time assuming she is re-elected in March.
- Clarinda is going to retire from being the Nugguam editor, artist, photographer and writer and focus on her responsibilities as a councilwoman.
- Nation has been working on derelict homes and has already demolished some.

➤ **City of Montesano, Mayor Vini Samuel**

- Wrapping up construction around town.
- The traffic revision should be complete in October.
- The city will be putting in a new sign by the traffic revision.
- The 3rd annual Fish and Brew Fest is September 29th.
- October 15th the city is having an economic development forum by invite only.
- The city will be petitioning out of GH Hospital District #2.

- City of Ocean Shores, City Councilmember Diane Solem
 - Last GHCOG meeting for Diane as she has been hired as the city's Sales and Marketing Manager.
 - Quilt Show is the weekend of September 21st.
 - Irish Music Festival is the week of October 15th through 21st.
 - Planning Commission is assessing overnight rentals and may change zoning.

- City of Westport, Mayor Rob Bearden
 - City is having an issue with rabbit over population.
 - Did an update to 911 so city can communicate outside of Westport.
 - Council met in regard to 2019 preliminary budget.
 - Clean Water Classic surf competition is the weekend of September 21st.
 - Reach the Beach is September 29th.
 - Wrapping up summer project to move onto winter projects.
 - After 3 years main ditch maintenance is almost complete.
 - Council approved the completion of the rock wall at Street of Flags.
 - Boat Basin Derby is September 15-30th.
 - New water facility building.
 - City is doing a sewer outfall project.
 - Clam digging schedule is out.

- Port of Grays Harbor, Commissioner Phil Papac
 - The Port is having a record year.
 - The Port purchased the old pontoon site.
 - Two new tenants at Satsop Business Park.
 - Satsop needs food vendors, restaurants, etc.
 - 28th Street boat launch will be finished in time for fishing season.
 - More improvements are coming to the Westport Marina.
 - Port hopes to have final decision from BHP by November.

- City of Aberdeen, City Councilmember Tim Alstrom
 - City closed on river property and is working to clean up the site.
 - Been 6 years since Transportation Benefit District was created, so going back out to vote in February and may ask for 10 years this time.

- City of McCleary, Public Works Director Todd Baun
 - Last Saturday Market of the season is September 22nd.
 - New city marketing items for sale, including sweatshirts.
 - WSDOT SR8 project is almost complete and the roadway should be open soon.

- City of Cosmopolis, Councilmember Carl Sperring
 - Festival in the Park was on September 9th.
 - City is having some storm water infrastructure problems, so going to be cleaning.
 - Mill Creek Dam ribbon cutting is at noon on September 29th.

- Grays Harbor Transit, General Manager Ken Mehin
 - Revenue is up 6% and Ridership is up 5% so far this year.
 - Looking into putting digital monitors at bus stations.
 - 6 new 35 foot busses will be on the road in January.

