

GRAYS HARBOR
COUNCIL OF GOVERNMENTS
ZOOM MEETING MINUTES
October 21, 2021

1. CALL TO ORDER/FLAG SALUTE

- The remote meeting, held via Zoom was called to order by Chairman Ben Winkelman at 6:30 p.m. Due to technical difficulties, Vice-Chair Jim Sorensen took over chairing the meeting. Attendance was called.

2. ATTENDANCE

- Members:
 - City Councilmember Kathryn Sprigg (City of Ocean Shores)
 - City Administrator Darrin Raines (City of Cosmopolis) – Via Email
 - General Manager Ken Mehin (Grays Harbor Transit)
 - Hoquiam Library Manager Mary Thornton (Timberland Regional Library)
 - Mayor Ben Winkelman (City of Hoquiam)
 - Councilmember Clarinda Pies Underwood (Quinault Indian Nation)
 - Mayor Rob Bearden (City of Westport)
 - Mayor Jim Sorensen (City of Elma)
 - Mayor Vini Samuel (City of Montesano)
- Staff:
 - Vicki Cummings, Executive Director
 - Zana Dennis, Office and Grant Coordinator, Planner II
- Guests:
 - Matt Pahs, WSDOT Multimodal Planning Coordinator
 - Susan Howlett-Leite , TRL Amanda Park Library Manager

A quorum was established.

3. GHCOG BUSINESS

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

Vice-Chair, Jim Sorensen, asked for approval of the current meeting Agenda.

Clarinda Underwood made a motion to approve; second, Mary Thornton. Motion passed unanimously.

➤ **Action: Approval of September 2021 Minutes**

Vice-Chair, Jim Sorensen, asked for approval of the September 2021 Minutes.

Kathryn Sprigg made a motion to approve; second, Rob Bearden. Motion passed unanimously.

➤ **Administrative Sub-Council Report**

Vice-Chair, Jim Sorensen, reported a Sub-Council meeting was held via Zoom. Bills and payroll were reviewed and approved. Additionally, a discussion on computer and hiring needs was conducted.

➤ **Action: Approval of October 2021 Claims Batches #21-10 and October 2021 Payroll**

Vice-Chair, Jim Sorensen, asked for approval of the October 2021 Claims Batches #21-10 in the amount of \$19,135.62 and October 2021 Payroll each in the amount of \$11,279.52.

Ken Mehin made a motion to approve; second, Mary Thornton. Motion passed unanimously.

OLD BUSINESS

- None

NEW BUSINESS

➤ **Action: Purchase Approval for GIS Tower**

Vicki brought forth the request to replace the GIS Tower that runs the ESRI mapping software ArcPro and ArcMaps that the IT person restored after its initial crash, but was unable to repair. A more robust tower is needed to run and store the files needed for making maps for our members and various other projects throughout our community.

Rob Bearden made a motion to approve; second, Mary Thornton. Motion passed unanimously.

4. **MISCELLANEOUS BUSINESS**

- None

5. **ALL- STAFF REPORT**

➤ **Vicki Cummings, Executive Director**

- Helping members with application deadline for the Transportation Alternative (TA) Grant, which closed on October 15th. Several cities in Grays Harbor applied, but it will be competitive this round since there were a total of 12 applications throughout the region.
- .09 Committee, completed review and funding recommendations.
- Meet with the Redistricting Committee. Likely a few more meetings before recommendations are finalized and forwarded for approval.
- Working on a presentation and coordination for the online WA Transportation Commission meeting to be held via Zoom.
- Working on compiling the salary information requested by the board.
- Compiling the quarterly report for the Brownfield Grant.
- Met with PRTPO on ZVEP grant to discuss a joint application for the US101 loop.
- Created the hiring notice and job description for the Planner position.

➤ **Zana Dennis, Office and Grant Coordinator, Planner II**

- Worked with members on TA grant applications.
- Reviewing grant criteria for ranking TA grant applications.

- Attended multiple meeting with PRTPO members and other ZVEP partners on grant.
- Working on finalizing the 2022 budget for December meeting approval.
- Helping IT person with computer updates, needs, and work plan.

6. MEMBER/PUBLIC COMMENT

- Timberland Regional Library, Library Manager Mary Thornton
 - Aberdeen TRL is back on track to finish their renovations next year.
 - TRL Administration has started reviewing 2022 budget requests.
 - Hoquiam TRL patronage is still down about 50% from before Covid.
- City of Ocean Shores, City Councilmember Kathryn Sprigg
 - It is wet in Ocean Shores, but things are good.
 - The bridge on Mt. Olympus that goes over the canal has been reopened.
 - Starting to work on property tax evaluations.
 - Working on a review and adjustment of the biennium budget.
- Grays Harbor Transit, General Manager Ken Mehin
 - Working on finalizing the purchase of property by Lemay to house Administration, Operations, and Maintenance. The Hoquiam office would stay as a satellite location.
 - Terms to settle the union negotiations are looking promising.
 - Need to hire 3 more drivers before 7 day a week service can resume, hopefully January.
 - Ridership is still down 50% from before Covid and could be for a while.
- Quinault Indian Nation, Councilmember Clarinda Pies Underwood
 - Privilege and honor to be on the GHCOG Council with all our members. Tribal elections are in March and hopefully will be reelected and continue to be able to serve.
 - Tribe is considering solar as an energy option for the Generations Building.
 - Constructed a new helicopter pad at the ball field.
 - A new jail facility will be constructed soon.
 - The Nation was shut down the past week due to Covid numbers increasing.
 - Working on the Ocean Fiber project by the casino for broadband.
 - Applied for a tribal broadband grant.
 - Due to Covid the Nation did not participate in the Great Shakeout this year.
- City of Westport, Mayor Rob Bearden
 - City finished up paving and overlay before the fall weather.
 - Site plan visit of the 2 new water well borings was completed. Hope to go to bid in January so they can get more water access soon.
 - Come to Westport for the clam digging and spend some money at the local businesses.
- City of Elma, Mayor Jim Sorensen
 - Working on 2022 Budget.
 - Lost seven volunteer fire fighters to vaccine mandate.
 - Concerned how the vaccine mandate may affect police staffing.

