

GRAYS HARBOR  
COUNCIL OF GOVERNMENTS  
ZOOM MEETING MINUTES  
January 19, 2023

**1. CALL TO ORDER/FLAG SALUTE**

- The remote meeting, held via Zoom was called to order by Chairperson Jim Sorensen at 6:30 p.m. Attendance was called.

**2. ATTENDANCE**

➤ Members:

- City Councilmember Kathryn Sprigg (City of Ocean Shores)
- City Councilmember John Pellegrini (City of Hoquiam)
- General Manager Ken Mehin (Grays Harbor Transit)
- Library Manager Susan Howlett-Leite (Timberland Regional Library)
- Mayor Vini Samuel (City of Montesano)
- Commissioner Kevin Pine (Grays Harbor County)
- Director of Health, Safety, and Environment Randy Lewis (Port of Grays Harbor)
- Mayor Jim Sorensen (City of Elma)

➤ Staff:

- Zana Dennis, Office and Grant Coordinator, Planner II

A quorum was established.

**3. GHCOG BUSINESS**

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

Chairperson, Jim Sorensen, asked for approval of the current meeting Agenda.

*Kevin Pine made a motion to approve; second, Ken Mehin. Motion passed unanimously.*

➤ **Action: Approval of December 2022 Minutes**

Chairperson, Jim Sorensen, asked for approval of the December 2022 Minutes.

*Ken Mehin made a motion to approve; second, Kevin Pine. Motion passed unanimously.*

➤ **Administrative Sub-Council Report**

Chairperson, Jim Sorensen, reported a Sub-Council meeting was scheduled for Tuesday January 17th via Zoom, but they did not have a quorum.

➤ **Action: Approval of January 2023 Claims Batches #23-01 and January 2023 Payroll**

Chairperson, Jim Sorensen, asked for approval of the January 2023 Claims Batches #23-01 in the amount of \$4,357.20 and January 2023 Payroll in the amount of \$12,256.89.

*Ken Mehin made a motion to approve; second, Kevin Pine. Motion passed unanimously.*

## **OLD BUSINESS**

- None

## **NEW BUSINESS**

### ➤ **Discussion: 2023 Election of Officers**

The GHCOG Administrative Sub-Council fulfills the role of the nominating committee for the upcoming election at the February meeting. The board was provided with an Election of Officers listing so they are aware of who is available to fulfill each of the Administrative Sub-Council positions and an updated listing will be emailed out with the February meeting packet. Chairperson, Jim Sorensen, gave a brief synopsis of the time and needed requirements that come along with sitting on the Administrative Sub-Council. He noted that he will not be in attendance at the February GHCOG meeting, but he is willing to continue to be on the Administrative Sub-Council, although this will be his last year since he will not be running for re-election in 2024.

### ➤ **Discussion: 2022 Year End Financials**

Zana briefly went over the 2022 GHCOG finances. Outlining that GHCOG had sufficient cash on hand going into 2023 that GHCOG took in the anticipated revenue for 2022 and all expenses were at or under budget for 2022 other than pass through funds.

## 4. **MISCELLANEOUS BUSINESS**

- None

## 5. **ALL- STAFF REPORT**

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

- 2023 file preparation and close out of GHCOG 2022 books, and taxes.
- Working on 2023 STIP amendments with local entities, CWCOG, and WSDOT.
- Member dues invoicing.
- Reviewing draft of Elma's AWP.
- Brownfield meeting.

## 6. **MEMBER/PUBLIC COMMENT**

### ➤ **Timberland Library, Library Manager Susan Howlett-Leite**

- Grant Select is one of the many [reference databases](#) available on the TRL website.
- McCleary Library will open at the end of January after the remodel is complete.
- Some Mason, Pacific, and Thurston County TRL's will have [AARP Tax Help](#).

### ➤ **City of Ocean Shores, Councilmember Kathryn Sprigg**

- The Ocean Shores Library will also have AARP Tax Help.
- The Project Manager that was hired and the city decided to part ways and have reposted the position.
- A new monthly City Chat will be held on the 1<sup>st</sup> Wednesday of the month. The first event will discuss the Draft Invasive Species Weed Management Program.
- Quartet Champions of the Evergreen District Barbershop Show is at 6pm on February 11<sup>th</sup> at the Convention Center.
- Renewed Antique Show is February 18<sup>th</sup> – 19<sup>th</sup> at the Convention Center.

- Beachcombers Fun Fair is March 3<sup>rd</sup>-5<sup>th</sup> at the Convention Center.
- City of Hoquiam, Councilmember John Pellegrini
  - The construction for the Phase II Broadway Slope Stabilization project was awarded STP funding at the end of 2022.
  - Phase I of the Broadway Slope Stabilization project of has completed the Engineering phase and will move into Right of Way in 2023, with construction scheduled for 2025.
  - Bridge work on SR109 Grass Creek Bridge has been completed and is reopened.
  - SR109 will be closing just outside of the city limits in the slide area to remove trees sometime early this year.
  - New 150ft from corner truck parking restrictions have been put in place in the 28<sup>th</sup> street area due to site restriction/safety issues that the trucks were causing.
  - The new Major General Bargwell Memorial Delta Park is almost complete, but the city is looking at putting in RV parking for the park.
  - Emerson Avenue will get sidewalk and bike lane improvements in 2023.
- City of Montesano, Mayor Vini Samuel
  - Apologized for missing the Administrative Sub-Council Meeting.
  - This is Vini's last year as mayor and she is going full speed ahead to get all she can done before her tenure is over.
  - At the next council meeting they will have a water presentation to hear about the pros and cons of having fluoride in the city's drinking water.
  - [Run Forest Run](#) Ultrarace is February 18<sup>th</sup> in the City Forest.
- Grays Harbor Transit, General Manager Ken Mehin
  - Still hiring drivers, mechanics, IT, and a grant manager.
  - Applying for a grant to remodel the Aberdeen Central Transit Station, hope to have it be a show piece for the community by 2024.
- Director of Health, Safety, and Environment Randy Lewis, Randy Lewis
  - Leonard Barnes is at the Annual meeting for AGP.
  - The Port will host its Annual State of the Port Breakfast at the Log Pavilion again in 2023 on Wednesday, February 15<sup>th</sup>.
  - The evening of Wednesday, February 15<sup>th</sup> the Port will host a joint open-house with the City of Aberdeen and AGP at the Log Pavilion to discuss the plans for the Terminal 4 expansion.
- Grays Harbor County, Commissioner Kevin Pine
  - The County will be opening a new dog park at Vance Creek.
  - The County's Vista Bridge project received an Excellence Award from WSDOT.
  - Still working on Cold Weather Shelter locations but should have one in Westport and another just outside the county established.
  - The County buildings are getting refurbished in 2023 with a new elevator, windows, and other energy efficiency upgrades.
- City of Elma, Mayor Jim Sorensen

- Council approved hiring a consultant to put together the city’s 6 year capital facilities plan.
- Audit went well, especially considering the software and staff changes that happened within the audit period.
- Started the second round of interviews for the Deputy Public Works Director.
- Winter Wine Festival is this weekend at the County Fair Grounds, with live music.
- Having a work session Q&A with Harbor Architect Group for the remodel of the justice center.
- Gibbs and Olson will be designing a new water tank for the city.

**7. ADJOURNMENT**

With no further business to discuss, the meeting was adjourned at 7:01 p.m.

*Ken Mehin made a motion to adjourn; second, Kathryn Sprigg. Motion passed unanimously.*

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

\_\_\_\_\_  
 Jim Sorensen  
 Chairman

Date

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 Vicki Cummings  
 Executive Director

Date