

GRAYS HARBOR
COUNCIL OF GOVERNMENTS
ZOOM MEETING MINUTES
August 17, 2023

1. CALL TO ORDER/FLAG SALUTE

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

2. ATTENDANCE

➤ Members:

- Mayor Jim Sorensen (City of Elma)
- Councilmember Kathryn Sprigg (City of Ocean Shores)
- City Administrator Darrin Raines (City of Cosmopolis)
- Operations Manager Terri Gardner (Grays Harbor Transit)
- Library Manager Victoria Rivera (Timberland Library)
- Councilmember Deborah Ross (City of Aberdeen)
- Councilmember John Pellegrini (City of Hoquiam)
- Mayor Chris Miller (City of McCleary)

➤ Staff:

- Vicki Cummings, Executive Director
- Zana Dennis, Office and Grant Coordinator, Planner II

A quorum was established.

3. GHCOG BUSINESS

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

Chairman Jim Sorensen asked for approval of the current meeting Agenda.

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

➤ **Action: Approval of June 2023 Minutes**

Chairman Jim Sorensen asked for approval of the June2023 Minutes.

Kathryn Sprigg made a motion to approve; second, Deborah Ross. Motion passed unanimously.

➤ **Administrative Sub-Council Report**

Chairman Jim Sorensen reported a Sub-Council meeting did not have a quorum, so no meeting was held.

➤ **Action: Approval of July and August Claims Batches #23-07 & #23-08 and July & August 2023 Payroll**

Chairman Jim Sorensen asked for approval of the July 2023 Claims Batches #23-07 in the amount of \$3,274.83 & August 2023 Claims Batches #23-08 in the amount of \$3,506.20, as well as July & August 2023 Payroll both were in the amount of \$12,256.89.

Kathryn Sprigg made a motion to approve; second, Deborah Ross. Motion passed unanimously.

OLD BUSINESS

- None

NEW BUSINESS

➤ **Discussion: 2024 Preliminary Budget**

Vicki explained to the board that unfortunately we were unable to have the Preliminary Budget for 2024 ready for approval for the August meeting, but wanted the members to know that we are anticipating a 3% increase for member dues so that they can factor that into their budget process. Additionally, there would be an increase for line items due to increases in insurance rates, a new Brownfield grant to pay the consultants, salary increases, and rent increases. The 2024 Preliminary Budget will be ready for approval at the September 2023 GHCOG board meeting.

4. **MISCELLANEOUS BUSINESS**

- None

5. **ALL- STAFF REPORT**

➤ **Vicki Cummings, Executive Director**

- Worked with RTPO to review the proposed changes to urban boundary areas from WSDOT that affect how STP funding is distributed between rural and urban designated areas throughout the county. Vicki's recommendations were to maintain as many rural designated areas as possible, as it is very difficult to work with the small amount of rural funding that is currently available.
- Reviewing new RFQ requirements to prepare for new Brownfield grant processes.
- Contacted by last Brownfield consultant to let GHCOG know that our project was being discussed at the National Brownfield Conference for its many successes.
- Worked with the last Brownfield consulting firm to have some drums that were left on a property after the grant was closed out, which needed to be removed for liability and safety reasons.
- Reviewed SEPA checklists for construction permits for Ocean Shores.
- Worked with Jean Braaten at Transit to review and submit their yearly TDP.
- Attended a Blue Zones Summit on our needs and priorities for our built environment throughout the county.

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

- Fulfilled a small data request for TRL.
- Did mapping for the City of Hoquiam,
- Attended a meeting to discuss future Brownfield projects.

- Attended a Regional Trails Planning Meeting and fulfilled a data request to accompany the meeting and assist the consultants.
- Finalizing 2023 STP obligation packets and monitoring for WSDOT approval.

6. MEMBER/PUBLIC COMMENT

- Timberland Library, Library Manager Victoria Rivera
 - In partnership with the Aberdeen Revitalization Group TRL will be having lots of activities available at Summer Fest on Saturday the 19th from 10am-4pm, which will include a Kiddy Coral where kids can win free books, prizes from Game Freaks, use photo props, participate in yard games, listen to music. There will also be a car show, eating contests for BBQ, Skittles, and watermelon, live music and lots more.
- City of Ocean Shores, Councilmember Kathryn Sprigg
 - The council approved the Shoreline Plan.
 - Working on an update to the lot clearing code to ensure lots are not completely cleared of vegetation and/landscaped before occupancy.
 - The council is looking at setting up taking public comment remotely.
 - High Dunes trail is about a third of the way done and plans to open October 3rd.
- Grays Harbor Transit, Operations Manager Terri Gardner
 - Attended the State Transit Conference and celebrated some GHT employees on the wall of fame.
 - TDP is out for public comment.
 - Roglins was hired for the Bus Wash Station Project in Hoquiam.
- City of McCleary, Mayor Chris Miller
 - Completed most of the work on a chip seal project that was funded through TIB, but the County partnered with them and still has fog seal work to complete.
 - Submitted a grant for sidewalks that are needed on Maple.
 - The painting at the library is almost complete and then hoping to get work done in the parking lot.
- City of Elma, Mayor Jim Sorensen
 - Grocery Outlet is being built and plans to open in October.
 - Police Levy passed just barely.
 - National Night Out will be at the park on 10th with the Police giving out hot dogs and the Fire Department giving out cotton candy.
 - Heat the Street coincided with the County Fair this year and seemed to increase attendance, at least for the street dance in the evening.
 - Construction for the fish passage project is in full swing.
- City of Cosmopolis, City Administrator Darrin Raines
 - Cosmo has a few employees that have returned and more returning on a temporary basis after Labor Day, then they will have a shut down for maintenance, but open to open fully by Thanksgiving.
 - Roglins has been hired for the Municipal Building Project which will take about a year to complete with the first preconstruction meeting being held August 18th.
 - Working with the County on a mitigation plan that includes a local annex.

- River Run RV has completed the last phase of their expansion and now has 70 spaces. The business recently sold but was all part of the Brownfield AWP.

➤ City of Aberdeen, Councilmember Deborah Ross

- Signed an interlocal agreement with the College for field use.
- Conducting an EMS cost of service study.
- Police acquired two new portable speed measuring devices.
- Public Works has multiple road projects in the works that consultants have now been hired for, which included sidewalks, arterial connections, and HWY 12.

➤ City of Hoquiam, Councilmember John Pellegrini

- Starting to work on the Safe Routes to School project around Emerson which will add bike lanes, sidewalk improvements, and other safety features.
- The council approved change orders for the Levy project to keep it moving.
- The Dam Removal Project seems to be moving forward. Just not sure of when.

7. **ADJOURNMENT**

With no further business to discuss, the meeting was adjourned at 7:03 p.m.

Kathryn Sprigg made a motion to approve; second, Deborah Ross. Motion passed unanimously.

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

 Jim Sorensen
 Chairman

 Date

 Vicki Cummings
 Executive Director

 Date