

GRAYS HARBOR
COUNCIL OF GOVERNMENTS
ZOOM MEETING MINUTES
June 20, 2024

1. CALL TO ORDER/FLAG SALUTE

- The remote meeting, held via Zoom was called to order by Chairperson Troy Meyers at 6:33 p.m. Attendance was called.

2. ATTENDANCE

- Members:
 - Councilmember David Lawrence (City of Aberdeen)
 - Mayor Linda Springer (City of Cosmopolis)
 - Mayor Josh Collette (City of Elma)
 - Councilmember Brandon Pauley (City of Hoquiam)
 - Councilmember Lisa Scott (City of Ocean Shores)
 - Councilmember Troy Meyers (City of Westport)
 - General Manager Ken Mehin (Grays Harbor Transit)
 - Elma Library Manger, Dee Depoe (Timberland Regional Library)
- Staff:
 - Vicki Cummings, Executive Director

A quorum was established.

Vicki announced that Zana would be absent for tonight's meeting.

3. GHCOG BUSINESS

- **Action: Approval of Current Meeting Agenda**
Chairperson, Troy Meyers, asked for approval of the current meeting Agenda.

Ken Mehin made a motion to approve; second, Lisa Scott. Motion passed unanimously.

- **Action: Approval of April 2024 Minutes**
Chairperson, Troy Meyers, asked for approval of the May 2024 Minutes. Vicki apologized for the missing Member Comment section due to her error.

Chairperson Troy Meyers pointed out an error in the minutes. Lisa Scott made a motion to approve as amended; second, Linda Springer. Motion passed unanimously.

- **Administrative Sub-Council Report**
Chairperson, Troy Meyers, reported a Sub-Council meeting was held. Bills and payroll were reviewed and approved. Discussion of new hire for position of Office Coordinator was held.

➤ **Action: Approval of June 2024 Claims Batches #24-05 which includes June 2024 Payroll**

Chairperson, Troy Meyers, asked for approval of the June 2024 Claims Batches #24-06 in the amount of \$26,480.99.

Josh Collette made a motion to approve; second, Lisa Scott. Motion passed unanimously.

OLD BUSINESS

➤ **Staff Changes Update**

Vicki reported that a replacement for the position of Office Coordinator has been hired. She will be introduced at the July meeting.

NEW BUSINESS

➤ **RTPO Contract**

Vicki explained that the contract between GHCOG and the RTPO for services is typically approved every June. The contract follows the state fiscal calendar from July 1 to June 30. She reminded the Board that last year Cowlitz Wahkiakum COG, RTPO Lead Agency, converted the contract to a biennial contract. GHCOG is still under contract for RTPO services until June 30, 2025.

4. **ALL- STAFF REPORT**

➤ **Vicki Cummings, Executive Director**

- As previously reported, we only received one response from the Brownfield RFQ. Worked with EPA to grant exception so we didn't have to re-issue.
- COG has maintained a large planning library that has become part of the TRL system. TRL wishes to separate and no longer carry our planning library. Talking with Grays Harbor College about taking over the collection as highest usage has been from college students.
- Just completed Dept. of Retirement Systems compliance audit. Passed without issue.
- Working on updates to the 5-County Regional Transportation Plan. Met with your public works/street staff to capture safety issues, bad intersection and roadway segments etc. Also discussed unfunded project prioritization process.
- Met twice with WSDOT and other WA counties to address statewide obligation authority related to STP funding. Our project funding here in Grays Harbor is properly balanced with the state fiscal constraint.
- Working on Office of Financial Management (OFM) annual report.
- Zana has been working on STIP amendments and will be training members' staff on using the STIP software.

5. **MISCELLANEOUS BUSINESS**

- None

6. **MEMBER/PUBLIC COMMENT**

No public comment was offered.

- City of Aberdeen, Councilmember David Lawrence
 - North Aberdeen Bridge preferred alternative has been narrowed down from 10 alternatives to 2.
 - Frye Creek Pump Station project is almost completed. Ribbon Cutting August 20th at 2:30pm.
 - Frye Creek Restoration project is beginning soon.

- City of Cosmopolis, Mayor Linda Springer
 - City's municipal building is taking shape.
 - City is now fully staffed.
 - Received a \$100,000 park maintenance grant for Mill Creek Park. Work will begin July 1st.
 - Received a \$1.2M Youth Athletic Facilities grant for the renovation of Lion's Club athletic field.
 - City's volunteer program is growing.

- City of Elma, Mayor Josh Collette
 - Received a park maintenance grant to upgrade ball fields and lighting.
 - Working on fixing potholes throughout town, funded under TIB's Red Town program for street maintenance.
 - Summit Pacific's expansion is in full swing.
 - Grocery Outlet grand opening is July 18th.

- City of Hoquiam, Councilmember Brandon Pauley
 - Accepted bid for the City's Safe Routes to Schools sidewalk project.
 - Accepted bid for repainting of the Hoquiam Train Station.
 - Working on the City's TIP.

- City of Ocean Shores, Councilmember Lisa Scott
 - Will soon be approving the City's TIP.
 - Holding a Town Hall meeting to discuss opening a medical clinic.

- City of Westport, Councilmember Troy Meyers
 - DNR, Firewise and FRA are partnering to clear properties of debris.
 - Police Chief has resigned.
 - City Clerk-Treasurer, Margo Tackett, is retiring.
 - Interviewing for Director of Finance position.
 - Selling vector truck. Share the news with interested parties.
 - Middle Housing project is moving forward.
 - Clinic will be opening two days a week.
 - Starting to work on city budget.

- Grays Harbor Transit, General Manager Ken Mehin
 - Finishing the remodel of the Hoquiam station.
 - Facilities group is looking at leasing properties to facilitate expansion.

- Timberland Regional Library, Elma Library Manager Dee Depoe
 - This is the busiest time of the year.
 - Great new activities combining science program and ice cream.
 - Partnering with National Night Out in several communities.

7. ADJOURNMENT

With no further business to discuss, the meeting was adjourned at 7:04 p.m.

Ken Mehin made a motion to adjourn; second, Brandon Pauley. Motion passed unanimously.

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

Troy Meyers
Chairman

Date

Vicki Cummings
Executive Director

Date

DRAFT