



1. CALL TO ORDER/FLAG SALUTE

- The remote meeting, held via Zoom was called to order by Chairperson, Troy Meyers at 6:31 p.m. Attendance was called.

2. ATTENDANCE

- Members:
 - Mayor, Linda Springer (City of Cosmopolis)
 - Mayor, Josh Collette (City of Elma)
 - Councilmember, Brandon Pauley (City of Hoquiam)
 - Mayor, Chris Miller (City of McCleary)
 - Mayor, Tyler Trimble (City of Montesano) – Voted Remotely Via Email
 - Councilmember, Bill Breedlove (City of Oakville) – Voted Remotely Via Email
 - Councilmember, Rich Hartman (City of Ocean Shores)
 - Councilmember, Troy Meyers (City of Westport)
 - Councilmember, Frank Eshpeter (City of Westport) – Voting Member
 - General Manager, Ken Mehin (Grays Harbor Transit)
 - Elma Library Manager, Dee Depoe (Timberland Regional Library)
 - Commissioner, Rick Hole (Grays Harbor County)
- Staff:
 - Vicki Cummings, Executive Director
 - Mark Northrop, Planner II
 - Natalie Jensen, Office Coordinator

A quorum was established.

3. GHCOCG 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, Linda Springer. Motion passed unanimously.

- **ACTION: Approval of January 2025 Minutes**
Chairperson, Troy Meyers, asked for approval of the January 2025 Minutes.

Linda Springer made a motion to approve as amended; second, Brandon Pauley. Motion passed unanimously.

- **Administrative Sub-Council Report**
Executive Director, Vicki Cummings, reported a Sub-Council meeting was held. The election of officers and meeting agenda were discussed. The February bills and payroll were reviewed. A note was made of the significant increase in the bills this month's total due to a multi-month invoice for \$88,653.53 from Montrose, the EPA Brownfield consultant. No other action was taken.

➤ **ACTION: Approval of February 2025 Claims Batches #25-2 which includes March 2025 Payroll**

Chairperson, Troy Meyers, asked for approval of the February 2025 Claims Batches #25-2 in the amount of \$120,282.71.

Ken Mehin made a motion to approve; second, Josh Collette. Motion passed unanimously.

Old Business

➤ **ACTION: 2025 Administrative Sub-Council Election of Officers**

Chairperson Troy Meyers gave a brief overview of Sub-Council responsibilities then proceeded with the election process for the Administrative Sub-Council. Troy then presented the slate of officers and asked for nominations from the floor. The slate of Officers nominated to serve in 2025 was then voted into office:

- Chair – Troy Meyers
- Vice Chair – Josh Collette
- Secretary – Ken Mehin

Frank Eshpeter made a motion to approve; second, Chris Miller. Motion passed unanimously.

➤ **ACTION: Approval of Resolution #692 GHCOG 2025 Budget, Amendment #1**

The 2025 budget was amended to roll back the 2025 Member Dues to the 2024 rates since the member letters were tardy being sent out. Vicki asked that the board disregard a miscellaneous page attached to the supporting documents as it was unintentionally included with the packet this month.

Chris Miller made a motion to approve; second, Ken Mehin. Motion passed unanimously.

New Business

➤ **ACTION: Approval of Resolution #693 2025 Cost Allocation Plan**

Because GHCOG receives federal transportation funding for the Surface Transportation Program we are required to develop and adopt an annual Cost Allocation Plan. The 2025 Cost Allocation Plan was reconciled and the 2024 budget was input to determine the new 2025 Cost Allocation rates for benefits and salaries.

Linda Springer made a motion to approve; second, Brandon Pauley. Motion passed unanimously.

➤ **DISCUSSION: 2025 Meeting Calendar**

Troy Meyers presented the calendar and asked the board about a scheduling conflict for the June meeting, asking if the board would like to reschedule, cancel or revisit the decision again in May. Troy explained to the board that, if necessary, the claims and other monthly items could be handled in a Sub-Council meeting if the board chose to cancel the full meeting in June. The board chose to revisit the schedule in May to decide.

4. ALL STAFF REPORT

➤ **Vicki Cummings, Executive Director**

- Due to an illness that affected her entire household, the Executive Director was out for much of the short month of February. Catching up on emails and work tasks.

➤ **Natalie Jensen, Office Coordinator**

- Sent DRAFT Cost Allocation Plan for review by WSDOT.
- Completed Monthly Claims & Books
- Onboarding Mark, our new Planner, benefits, payroll, etc.
- Attended Port's Annual Business Report
- Reviewing & updating the Personnel Policies & Procedures

➤ **Mark Northrop, Planner II**

- Mark gave a brief introduction of himself, his background, and his excitement to support the GHCOG membership.

5. **MISCELLANEOUS BUSINESS**

- None

6. **PUBLIC COMMENT**

- None

7. **MEMBER/PUBLIC COMMENT**

➤ City of Cosmopolis, Mayor Linda Springer

- Met with Cyndi Klinger senior engineer for project management on the stormwater and Mill Creek objective plan.
- Received email from Brian Shay that the RCO allocated some additional funds for Cosmopolis.
- Fully staffed in the Public Works Department.
- The City Council approved the CPA, Tara Dunford, for another year.
- The administration will be moving into the new City Hall building at the end of March and are currently looking for inexpensive furniture. Will be having an open house.
- The \$100,000 RCO grant for Mill Creek restoration is on track to meet all objectives in June.
- Received a \$5,000 grant for the Grays Harbor Community Foundation for new basketball hoops.

➤ City of Elma, Mayor Josh Collette

- Meeting on Monday, February 24th to award the bid for the remodel of the old mortuary building into the new police department and court, to Christiansen Inc. Total budget for the project is \$1.7 million, with \$1.4 million covered by grants. (Court Security grant and USDA Direct Appropriation grant through Rep. Derek Kilmer.)
- Anticipate approving Parks and Open Space Plan in March with S.C.J. Alliance through and RCO grant.

➤ City of Hoquiam, Councilmember Brandon Pauley

- The City Council voted to contribute \$10,000 or 1/6th of the funding to the Rail Study that Aberdeen is leading.

➤ City of McCleary, Mayor Chris Miller

- The city has gone out for design RFP for the lower 3rd street project.
- Construction will begin this summer for the grant funded sidewalk project.
- Working to finalize the bidding for the chipseal project, scheduled to start this summer.
- Working with the state legislature for park funding.

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Final Audit Report

2025-04-01

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