

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:
 - Councilmember, David Lawrence (City of Aberdeen)
 - Mayor, Josh Collette (City of Elma) – Voted Remotely via Email
 - Councilmember, Brandon Pauley (City of Hoquiam)
 - Mayor, Tyler Trimble (City of Montesano)
 - Councilmember, Bill Breedlove (Acting Mayor Pro Tem - City of Oakville)
 - Councilmember, Troy Meyers (City of Westport)
 - Commissioner, Rick Hole, (Grays Harbor County)
 - General Manager, Ken Mehin (Grays Harbor Transit)
 - Port Engineer, Kris Koski (Port of Grays Harbor)
 - Elma Library Manager, Dee Depoe (Timberland Regional Library) – Voted Remotely via Email
- Staff:
 - Vicki Cummings, Executive Director
 - Natalie Jensen, Office Coordinator
- Guests:
 - County Administrator, Sam Kim (Grays Harbor County)

A quorum was established.

3. GHCOG BUSINESS

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

Brandon Pauley made a motion to approve; second, Ken Mehin. The motion passed unanimously.
- **ACTION: Approval of May 2025 Minutes**
Chairperson Troy Meyers asked for approval of May 2025 Minutes.

David Lawrence made a motion to approve as amended; second, Brandon Pauley. The motion passed unanimously.
- **Administrative Sub-Council Report**
Executive Director Vicki Cummings reported that a Sub-Council meeting was held. The July bills and payroll were reviewed and approved and project timelines were discussed. No other action was taken.

- **ACTION: Approval of July 2025 Claims Batches #25-7 which includes JUNE 2025 Payroll**
Chairperson Troy Meyers asked for approval of the July 2025 Claims Batches #25-7 in the amount of \$35,828.07.

Ken Mehin made a motion to approve; second, Brandon Pauley. The motion passed unanimously.

OLD BUSINESS

- **DISCUSSION: Regional Transportation Planning Organization (RTPO) Contract**
The biennial RTPO contract with Cowlitz-Wahkiam Council of Governments was approved by the Administrative Sub-Council in June, as the bylaws permit. This is a standard contract, the scope of work did not change, and the contract amount is \$35,000 a year to cover a portion of GHCOG's Grays Harbor transportation planning.

NEW BUSINESS

- **ACTION: Approval of Resolution #699 – GHCOG 2025 Budget, Amendment #2**
Vicki explained this resolution is to update the current budget for GHCOG, keeping in closer alignment with actual numbers. Adjustments were made to Payroll, Miscellaneous and Member Dues Revenue.

Brandon Pauley made a motion to approve; second, Ken Mehin. The motion passed unanimously.

- **ACTION: Approval of Updated Receipt Policy & Procedure**
Vicki explained that GHCOG's funds are deposited with the County. We also use the County process to pay expenses. The County had made some minor changes to their portion of the process. So, we updated GHCOG's policy and procedure to accurately reflect the process.

Ken Mehin made a motion to approve; second, Brandon Pauley. The motion passed unanimously.

4. ALL STAFF REPORT

- **Vicki Cummings, Executive Director**
- WSDOT Updates. Wishkah River Bridge will be closed July 21-22 from 9:30 a.m. to 9:30 p.m. Notice was sent out via email.
 - Working with Pacific County on the State Route 105 Corridor Management Plan, reviewing the report, making some significant edits to ensure the accuracy and promotion of our County in the plan.
 - The Brownfield program remains busy and active, with 13 properties, 25 parcels in Phase II testing. Once submitted to the EPA the environmental reports go through three levels of review.
 - Vicki praised Mark for his work done in his first year of TIP assistance. He is also near completion on the Title VI plan, which is now in review. Due to population growth in our county, we are now creating the full plan which will be sent to WSDOT.
 - In the final stages of Personnel Policies revision.
 - EPA Limited Scope Review beginning and will be very involved and time consuming.
 - Vicki addressed a couple of rumors going around that the members have been asking about.
 - She has no plans to retire next year. No timeline exists for this.
 - There is no duplication of effort between the GHCOG and the GGHI. The entities are different, and serve different purposes. GHCOG does not serve private businesses and is restricted from lobbying. GGHI can and is good at lobbying. Lobbying would cause the GHCOG to lose its ability to manage the federal grants.

- This body will have a discussion on the merger topic after legal counsel has provided their written feedback on the matter. Please continue to reach out with additional questions.
- Chairperson Troy Meyers suggested an in-person discussion on this topic.
- Kris Koski commented on the success of the Brownfield program and encouraged others to consider participating.

➤ **Natalie Jensen, Office Coordinator**

- Completed regular monthly bookkeeping and claims processing.
- Attended a Federal Grants Workshop put on by the WA Dept. of Commerce in Shelton.
- Attended a Grants.gov Webinar about their new requirements for handling draw down payments.
- Attended Brownfield Coalition Meetings.
- Sent out second set of Member Dues invoices.
- Performing the annual Equipment Inventory Audit adding the latest computer purchase for Mark to the list.
- Working with Vicki on the EPA “limited scope” Review.
- Continuing to update and maintain GHCOG’s LinkedIn page; posting Notices of Funding Opportunities (NOFOs), WSDOT and Transportation related items, workshops, and training information.
- Ongoing review and updates of GHCOG’s personnel policies. First draft is now under Vicki’s review.
- Beginning the Budget Review and planning for the 2026 budget.

5. **MISCELLANEOUS BUSINESS**

- None

6. **PUBLIC COMMENT**

- None

7. **MEMBER/PUBLIC COMMENT**

➤ **City of Aberdeen, Councilmember, David Lawrence**

- No update on the FEMA and North Shore Levy project funding.
- Sumner Ave Sidewalk improvement projects should be complete by the end of July. Traffic is flowing again.
- First Street Pedestrian Safety project should be completed in August.
- Market Street sidewalks should be done in August and tree planting complete in October.
- North Aberdeen Bridge 30% design complete NEPA is in queue for review. Design team nearing 60% design completion.
- Rail Separation project ROW phase is obligated, moving forward with offer packages for impacted properties can now be distributed. Nearing major milestone with offramp touchdown configuration, to be confirmed at the 7/23 council meeting.

➤ **City of Hoquiam, Councilmember Brandon Pauley**

- Promoted one officer and two retired.

- Waiting for feedback on Transitional Housing moratorium. Moore Write group under new leadership.
 - Pellet Mill is working through the appeal process. City of Hoquiam is no longer listed as party to the appeal.
- City of Montesano, Mayor Tyler Trimble
- Daycare Ribbon cutting events planned for August 14th. Invitations to follow soon.
 - McBride Sidewalk Project is now completed and a full sidewalk loop around the city.
 - Approximately 10 road projects planned for the year, including: Chip sealing, overlays, and water main replacements. These projects were funded by TIB grants.
 - Car show and kids' festival this weekend.
 - Praised GHCOG for their efforts stating the City of Montesano has benefitted tremendously through their work. Asked other members considering leaving the council to reconsider the positive impacts of the group working together for the entire county's benefit.
- City of Oakville, Mayor Anthony Smith
- TIB project (selected in 2022) should be completed by the end of the month. Arterial reconstruction for two busiest streets through town.
 - Hosted a successful July 4th parade that is growing each year.
- City of Westport, Councilmember Troy Meyers
- S&P approved by Department of Ecology this week, started in July 2023 now good to go. Approved the TIP today
 - Kudos to Mark Northrop on his work on the TIP process this year.
 - Skatepark to break ground in September now.
 - Signed a contract for the City Hall remodel project that front loaded funding and that is set to begin. May receive pro bono design. The project is funded through a cellular contract.
 - Hired a new lateral police officer.
 - Brownfield project on Pacific Avenue is moving forward, with an involved public process.
 - T-Mobil promotion for government emergency response tools.
 - Looking for feedback from local governments on tools needed.
 - Details to be sent out following the meeting.
- Grays Harbor County, County Administrator, Sam Kim
- Shore resilience \$300k grant with Fish & Wildlife Foundation. Selected to apply for full amount due today. Waiting on FEMA grant NOFO for another \$300k for the Shore Resilience project.
 - Elma Fair is coming up, July 30th - August 2nd and the line-up of performers looks amazing. Encouraged all to attend.
- Grays Harbor Transit, General Manager Ken Mehin
- GH Transit has been awarded all the grants it applied for except the one for remodeling Aberdeen Transit Center, and will reapply again for the 2027-2029 grant cycle. The two-year grant cycle covers equipment replacement and operations. The state has a two-year grant cycle.

➤ Port of Grays Harbor, Port Engineer, Kris Koski

- Commissioner Papac is at the Ribbon Cutting for AGP new processing facility in Nebraska this week.
- T4 construction is fully underway. All contract active.
- Sent Notice of Award for STP project for Port Industrial Road yesterday. Project for repaving to begin in August / September, 1.2 miles of road. Expect lane closures and nighttime work.
- Friends Landing received a \$650k RCO grant to improve boat launch parking area, paving, ADA accessibility and lighting.
- Bowerman Airport taxi lane and apron repaving project near the hangers will be completed in August.
- Westport Float 21 rehab project is fully permitted, applied to EDA for construction funding.

8. ADJOURNMENT

With no further business to discuss, the meeting was adjourned at 7:17 p.m.

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

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



08/22/2025

Troy Meyers
Chairperson

Date



08/22/2025

Vicki Cummings
Executive Director

Date

July 17, 2025 _Zoom GHCOG Minutes

Final Audit Report

2025-08-22

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Agreement completed.

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