



1. CALL TO ORDER/FLAG SALUTE

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

2. ATTENDANCE

- Members:
 - Councilmember, David Lawrence (City of Aberdeen)
 - Mayor, Linda Springer (City of Cosmopolis) – Voted Remotely via Email
 - Mayor, Josh Collette (City of Elma)
 - 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, Vicki Raines, (Grays Harbor County)
 - General Manager, Ken Mehin (Grays Harbor Transit)
 - Regional Library Manager, Evi Buell (Timberland Regional Library)
- Staff:
 - Vicki Cummings, Executive Director
 - Mark Northrop, Planner II
 - Natalie Jensen, Office Coordinator
- Guests:
 - Grays Harbor County Administrator, Sam Kim
 - Joe Calodich, WSDOT Multitmodal Planning Team Lead

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, David Lawrence. The motion passed unanimously.

- **ACTION: Approval of July 2025 Minutes**
Chairperson Troy Meyers asked for approval of July 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 August bills and payroll were reviewed and approved, and staff computer purchases were discussed. No other action was taken.

➤ **ACTION: Approval of August 2025 Claims Batches #25-8 which includes September 2025 Payroll**

Chairperson Troy Meyers asked for approval of the August 2025 Claims Batches #25-8 in the amount of \$42,269.31.

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

OLD BUSINESS

➤ **None.**

NEW BUSINESS

➤ **ACTION: Reaffirmation of Resolution #670-R – Amending Personnel Policies Section 6.24 Travel Approvals**

Vicki explained this resolution was originally approved by the board in 2022, but through an audit of files, we were unable to locate a signed copy of the resolution. This is a reaffirmation of the policy that was approved in the minutes of the October 2022 board meeting.

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

➤ **ACTION: Recission of Voting Rights for Non-Payment of Member Dues – Ocean Shore**

Vicki explained that GHCOG's bylaws state that when a member is not in good standing due to non-payment of member dues work is stopped and voting rights are rescinded. But the recission of voting rights must be an action of the Full Board.

Ocean Shores had formally requested their withdrawal of their membership via call and email. Grays Harbor County had not yet paid their allocated member dues. Commissioner Vicki Raines discussed the issue with GHCOG Executive Director and noted that the County will honor the 2025 Member Dues as it was in their budget and had been approved by the prior board of commissioners. The County will be paying them in full after their approval of their bills at the next County Commissioners Action meeting.

Mayor Tyler Trimble asked that the motion to move forward with the recission of Ocean Shores' voting rights be approved and to exclude Grays Harbor County from the motion as they agreed to remain a "Member in Good Standing." The board voted on rescinding the voting rights of the City of Ocean Shores.

Tyler Trimble made a motion to approve; second, Josh Collette. The motion passed unanimously.

4. ALL STAFF REPORT

➤ **Vicki Cummings, Executive Director**

- Vicki sent out two grant opportunities to the members and their staff, one was the **Hometown Grant Program: Revitalizing Small Towns from T-Mobile** and the other was the **Sandy Williams Connecting Communities grant program** that requires no matching funds. Both are due this September. Both shared on the GOCOG LinkedIn page.

- USDOT sent out an information request regarding local safety projects, so Vicki is working to provide the required information to the RTPD who will forward to USDOT.
- Secured Additional \$274,000 from WSDOT for the City of Elma's roundabout project.
- SR 105 Scenic Byways Plan still under review in partnership with Pacific County. Presentation on the draft plan is expected this fall.
- Brownfields program has been busy with multiple properties benefitting.
 - Just sent out section 106 consultation letters to all of the local tribes and state agency stakeholders, resulting in many, many letters being sent out.
 - Westport area wide planning effort has been successful. Paid for through the Brownfield grant.
 - EPA Limited Scope Review underway with all of our info sent off and uploaded for their team. Waiting to schedule the onsite visit.
 - EPA quarterly reporting was completed and submitted to EPA.

➤ **Mark Northrop, Planner II**

- Attended the Washington Traffic Safety Summit last month in Spokane, WA. Topics included Traffic Safety Systems, Land Uses Role, Transit Safety, Incorporating EMS in Street Design, the role of Active Transportation in Safety, Youth Education and tools for safety analysis. Met with our regional Region 2 Target Zero Manager, Haley Falley. Planning to pursue a Safe Streets for All grant next year to develop a regional safety action plan.
- Attended the Brownfield check-in meeting.
- T-4 Expansion Show & Tell Tour by the Port of Grays Harbor.
- Supported the development of the TIPs. Listened in on a few council meetings and public hearings to see how TIPs were being presented at the community level.
- The Regional TIP is now available for public review and comment on the CWCOC website.
- Drafting Standard Operating Procedures for the full TIP process.
- Developing GIS files for local TIP projects. Will be available to members and for future planning activities.
- Draft of the Title VI plan is complete.
- Drafted a Map & Data Request form that will be available shortly on the website.
- Continue to keep an eye out for any new funding opportunities.

➤ **Natalie Jensen, Office Coordinator**

- Completed regular monthly financials.
- Attended Brownfield Coalition Meetings.
- Attended an "Ask the Experts" Federal Funding Updates Webinar.
- Attended Training: "From Brownfield to Bright Future: Sharing Your Success Story" and have drafted a story about how the brownfields grant supports the levy project.
- Researching data back-up services & tools.
- Began drafting the 2026 Preliminary Budget.
- Attended Limited Scope Review Conference Call and continued working with Vicki on the EPA "limited scope" Review.
- T-4 Expansion Show & Tell Tour by the Port of Grays Harbor.
- Continuing to update and maintain GHCOG's LinkedIn page, posting Notices of Funding Opportunities (NOFOs).
- Reviewing previous audit documents for upcoming State Audit – soon to be scheduled.

5. MISCELLANEOUS BUSINESS

- Executive Director Vicki Cummings told the members that she will be sharing the findings from the attorney regarding the possible merger of GHCOG and Greater Grays Harbor, Inc. She anticipates sending out the legal analysis to the members next week.

6. PUBLIC COMMENT

- Joe Calodich introduced as our new WSDOT Olympic Region Multimodal Planning contact. A list of local WSDOT projects will be sent out after the meeting.

7. MEMBER/PUBLIC COMMENT

- City of Aberdeen, Councilmember, David Lawrence
 - Market Street and First Street stoplights will be removed shortly, with the lights being covered in September
 - Tree planting and landscaping along Market Street to complete in October.
- City of Cosmopolis, Mayor Linda Springer
 - National Night Out on August 5th was a success with nearly 100 citizens in attendance, enjoying a community potluck supper.
 - Cosmopolis Community Center is now serving Senior Lunches. Open every Tuesday, citizen Kay Bramstedt provides free senior lunches for residents 50+. Lunch includes activities and workshops for participants. We are proud to support our community members facing nutrition and food challenges.
 - The Fire Department will be holding Training Exercises in partnership with Life Flight Network, at Lion's Park on Monday, August 25 at 6:00 – 8:30 PM
 - On Sunday, September 7th will be holding the annual Festival in the Park. Pancake Breakfast Fundraiser (hosted by the Cosmopolis Fire Department) from 8:00 – 11:00 AM at the Lions Club. The festival runs from 11:00 AM – 4:00 PM.
 - A Community Workshop related to the mill was hosted with Bobbak Talebi, Ecology's Southwest Regional Director on August 20th. Citizens had the opportunity to learn and ask questions about ongoing environmental matters.
 - New Fire Chief, Jacob Coker, was sworn in as Cosmopolis' new Volunteer Fire Chief on August 20th. Welcome, Chief Coker!
 - City of Cosmopolis has a job opening for a part-time Clerk/Treasurer position. If you know someone interested, please contact Mayor Springer at City Hall. A job posting will be available soon.
- City of Elma, Mayor Josh Collette
 - Dominos opened their new location on Monday at the Eagle's Landing.
 - O'Reilly Auto Parts are also opening soon.
 - Painting city buildings wrapping up soon
 - The Former Mortuary building renovation should be completed soon and will house the new municipal court and police department. October first is the anticipated Grand Opening for the newly renovated city building.
 - City of Elma received an additional \$274,000 grant funding for the roundabout project
 - Bids going out for the Elma Theater demolition.
- City of Hoquiam, Councilmember Brandon Pauley
 - National Night Out went excellently as well. Multiple block parties visited.
 - Adopted a new plumbing code.

- City of Montesano, Mayor Tyler Trimble
 - Had the daycare ribbon cutting event on August 14th. Daycare will provide 82 childcare spots at full capacity. Thank you to everyone who helped out.
 - 325 participants in the car show and kids' festival last month. Mayor Trimble thanked the county for their partnership and support on the event.
 - Thanked the County for their participation and specifically Commissioner Raines for being an advocate of the COG.
- City of Oakville, Mayor Anthony Smith
 - TIB project on Pine & School Streets (selected in 2022) is wrapping up. Arterial reconstruction for two busiest streets through town.
- City of Westport, Councilmember Troy Meyers
 - Beginning budget process today, and preliminary budget looks good.
 - RFQ sent out for new City Hall – plan is to be more efficient.
 - Sending out the Vertical Evacuation Structure (VES) Peer Review RFQs.
 - Franchise agreement with C-Link for a small data center connected to Alaska.
 - T-Mobile satellite phones beta test update - couldn't send satellite messages with the phone but waiting to see what the next phase brings.
 - Starting work on moving pump station 5 to modernize it.
 - National Night Out went well, lots of good connections and discussions were held.
 - WA Department of Military updated the Tsunami Plan modelling. Troy will share the document with the group. Community members now have 43 minutes after a 9.0 earthquake instead of the original 15 minutes before the first wave hits. Revising the “Drop, Cover, Hold” plan for Inundation zones – rework the plan to “Drop, Cover, Hold, Evaluate, Evacuate.”
 - Pacific Ave. redevelopment project turning an old dump site into a park and 3rd community meeting place utilizes the Brownfield grant.
 - Had a hearing on the binding site plan for the LODGE at Half Moon Bay set to have 100+ rooms, 7500 event center and parking garage.
 - Brought two new deep wells online.
- Grays Harbor County, County Administrator, Sam Kim
 - Thanked the group for not rescinding voting rights just yet.
 - Hired a New COO, who started this week to improve efficiency and responsiveness.
- Grays Harbor Transit, General Manager Ken Mehin
 - Admin office is now fully staffed with the latest addition of a payroll coordinator in September.
 - Staff attended the Washington Transit Associations' annual conference this last week. Lots of new information was learned.
 - Nominated by the WSTA for an award for managing the diverting of patients from the Aberdeen Dialysis Center (Fresenius Kidney Care) over the last 6 weeks in partnership with Coastal Community Action Program.
- Timberland Regional Library, West Grays Harbor Regional Manager, Evi Buell
 - Library in the Parks program wraps up in Aberdeen, throughout 10 weeks they have over 100 participants.
 - Summer Library Program – the annual reading program for all ages with over 1,000 participants in the west county area.

8. ADJOURNMENT

With no further business to discuss, the meeting was adjourned at 7:24 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



09/19/2025

Troy Meyers
Chairperson

Date



09/19/2025

Vicki Cummings
Executive Director

Date

August 21, 2025 _Zoom GHCOG Minutes-fnl

Final Audit Report

2025-09-19

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