

GRAYS HARBOR
COUNCIL OF GOVERNMENTS
ZOOM MEETING MINUTES
September 15, 2022

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:

- City Councilmember Kathryn Sprigg (City of Ocean Shores)
- General Manager Ken Mehin (Grays Harbor Transit)
- Library Manager Susan Howlett-Leite (Timberland Regional Library)
- City Administrator Brian Shay (City of Hoquiam)
- Commissioner Kevin Pine (Grays Harbor County)
- Mayor Rob Bearden (City of Westport)
- Mayor Jim Sorensen (City of Elma)
- City Councilmember Rollin Caryl (City of Montesano)

➤ Staff:

- Zana Dennis, Office and Grant Coordinator, Planner II

➤ Guests:

- Nazmul Alam, Principal Senior Planner, WSDOT Multimodal Planning
- Don Williams

A quorum was established.

3. GHCOG BUSINESS

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

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

Ken Mehin made a motion to approve; second, Kevin Pine. Motion passed unanimously.

➤ **Action: Approval of August 2022 Minutes**

Chairman, Jim Sorensen, asked for approval of the August 2022 Minutes.

Ken Mehin made a motion to approve; second, Kevin Pine. Motion passed unanimously.

➤ **Administrative Sub-Council Report**

Chairman, Jim Sorensen, reported a Sub-Council meeting was not held due to Tuesday falling on the 2nd rather than the 3rd Tuesday this month and members had conflicting schedules so no quorum was able to be established.

➤ **Action: Approval of August 2022 Claims Batch #22-09 and August and September 2022 Payroll**

Chairman, Jim Sorensen, asked for approval of the September 2022 Claims Batch in the #22-09 in the amount of \$50,049.52 and September 2021 Payroll each in the amount of \$11,899.90.

Ken Mehin made a motion to approve; second, Rob Bearden. Motion passed unanimously.

OLD BUSINESS

➤ **Discussion: Grays Harbor Council of Governments 2023 Budget**

The board decided to keep the currently approved 2023 Preliminary Budget in place. If changes need to be made they can be made to the Final 2023 Budget at the December meeting.

NEW BUSINESS

- None

4. **MISCELLANEOUS BUSINESS**

- None

5. **ALL- STAFF REPORT**

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

- Still working on the audit with the State Auditor. Hope to be done by the middle of October, but the auditor I am working with had planned leave, so it could delay things.
- Worked on creating different budget scenarios for the 2023 Final Budget to present to the board if needed.
- Brownfield Grant activities; which included attending meetings, doing billings, posting RFQ to apply for the upcoming Brownfield Grant.
- Had IT working on computer maintenance, camera installation, and software installation.

6. **MEMBER/PUBLIC COMMENT**

➤ **Timberland Regional Library, Library Manager Susan Howlett-Leite**

- September is Library Card sign up month and they have 4 new library card designs.
- Story times and play time activities are back in person at most TRL libraries, but the bi-lingual options are only available online.
- Pronunciator is an application available through TRL that can help you learn 164 different languages.

- City of Ocean Shores, City Councilmember Kathryn Sprigg
 - Council passed a new Mobile Food Ordinance that goes into effect the 17th.
 - Thank you to WSDOT and Vicki for following up on Grass Creek Bridge.
 - Chip seal on 115 looks like it is complete besides restriping.
 - Having issues securing the easement for the High Dunes Trail.

- Grays Harbor Transit, General Manager Ken Mehin
 - Transit assisted with evacuating the Retirement Community after the fire in Montesano.
 - Stations are getting fresh coats of paint.
 - Demolition of the buildings on the Aberdeen Station site will start in a few weeks.
 - Ridership is at 85% of pre-Covid levels.
 - Hiring drivers and a Facilities Supervisor.

- Grays Harbor County, Commissioner Kevin Pine
 - Reopened RFP for the Cold Weather Shelter because they didn't get any applicants.
 - Wrapping up the Health Gap Analysis at the end of September.
 - Working on 2023 Budget Cycle.
 - Union negotiations will be starting soon.
 - Provided a letter of support to save the Enchanted Valley Chalet.
 - The County joined the Opioid Lawsuit.

- City of Westport, Mayor Rob Bearden
 - Summer is winding down, but Salmon fishing is still going for a little longer.
 - 30 Miles of Junk garage sale is the weekend of the 17th.
 - RFP out for a Cultural Resources Survey for the Tsunami Tower the City is trying to get funding for through FEMA.

- City of Elma, Mayor Jim Sorensen
 - The City started their 4 year audit with WA State Auditor.
 - 12th Street construction is almost complete.
 - Fall Fest is October 28th from 3-6pm.
 - October Fest is September 23rd, starting at Shujack's.
 - The City is currently down 3 officers, which is half of the patrol officers. Hiring!
 - October 31st the Governor's State of Emergency ends.
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- City of Montesano, City Councilmember Rollin Caryl
 - The fire at the retirement community in Montesano had an overwhelming response from the local community and neighboring communities. Luckily, all the residents were relocated safely and no injuries were sustained.

- City of Hoquiam, City Administrator Brain Shay
 - Still working on the major renovation at the Olympic Stadium.
 - The Storm Water Pump Station on Lincoln is almost complete.
 - Working hard on securing more funding for the Levy Project, but the Cities have been successful in getting \$95 million dollars in the past 5 months toward funding the project.

- WSDOT, Multimodal Planning Principal Senior Planner, Nazmul Alam
 - **SR 108 - US 101/Mason and Thurston Co Fish Barriers - Remove Fish Barriers**
 - Timeline: Spring 2023 - Fall 2024
 - As part of WSDOT's major efforts to remove barriers to fish, this project addresses multiple barriers to fish under SR 108 between McCleary and Kamilche and one location on US 101 near the Mason/Thurston County line.
 - Project status: Pre-construction
 - **Project webpage:** [SR 108 - US 101/Mason and Thurston Co Fish Barriers - Remove Fish Barriers | WSDOT \(wa.gov\)](#)
 - **SR 109/Grass Creek Bridge – Emergency Repair**
 - Timeline Summer 2022 - Winter 2022
 - This project involves repairs to the Grass Creek Bridge on State Route 109 west of Hoquiam. Work at this site includes: installing a total of six steel piles to the outer side of the bridge and inserting a steel cross beam to support the bridge and restore its weight capacity. A temporary work bridge will be constructed adjacent to the current bridge to support the equipment needed to install the new piling. We are awaiting issuance of a Hydraulic Project Approval (HPA) permit from Washington Department of Fish and Wildlife (WDFW). Once this permit is received, we will go out to bid with an emergency contract to complete this work. We are anticipating going to bid in the latter part of September and estimate that work will begin in early November. During most of the construction, the bridge will be completely closed to traffic and detoured onto the Ocean Beach Road.
 - Project status Pre-Construction
 - **Project webpage:** [SR 109/Grass Creek Bridge – Emergency Repair | WSDOT \(wa.gov\)](#)
 - **US 101 - SR 109 Grays Harbor, Jefferson and Clallam Counties - Remove Fish Barriers**
 - Timeline Summer 2023 - Fall 2026
 - This fish passage project includes 29 identified streams and culverts that cross under US 101 and State Route 109 in Grays Harbor, Jefferson and Clallam Counties in need of correction. Currently, these barriers do not allow fish to cross underneath the highways to access habitat. WSDOT and the Design-Build contractor will consult with local stakeholders on potential detour routes and the length of highway closures for travelers. Once complete, this project will restore nearly 37 miles of potential habitat across the Olympic Peninsula.
 - Project status Not started
 - **Project webpage:** [US 101 - SR 109 Grays Harbor, Jefferson and Clallam Counties - Remove Fish Barriers | WSDOT \(wa.gov\)](#)
 - **US 101 and SR 115/Olympic Peninsula - Chip Seal**
 - Timeline May 2022 - September 2022

- The only portion of this project that is in Grays Harbor County is SR 115 between SR 109 and Ocean Shores. The chip seal and fog seal are complete. Paint striping and application of plastic traffic markings will take place mid to late September.
 - Project status: Construction
 - **Project webpage:** [US 101 and SR 115/Olympic Peninsula - Chip Seal | WSDOT \(wa.gov\)](#)
- **US 101/Hoquiam River-Riverside Ave Bridge - Machine Rooms Rehab**
 - Timeline Fall 2022-Winter 2022
 - This project replaces and repairs two machine rooms that help operate the US 101 Hoquiam River Riverside Bridge in Grays Harbor County. Work includes repairs to the existing machine rooms and wall systems, removing the old machine room, and painting the operating room. To do this important preservation work, a large crane will lift materials, including new walls and a roofing system to the machine rooms on top of the bridge. Construction is scheduled to begin in mid-October.
 - Project status Construction
 - **Project webpage:** [US 101/Hoquiam River-Riverside Ave Bridge - Machine Rooms Rehab | WSDOT \(wa.gov\)](#)
- **US 12 - SR 8 - Grays Harbor County Fish Passage Barriers - Remove Fish Barriers**
 - Timeline Spring 2023 - Fall 2026
 - This project replaces five outdated culverts under US 12 and State Route 8 between Montesano and McCleary for improved fish migration.
 - Project status Pre-Construction
 - **Project webpage:** [US 12 - SR 8 - Grays Harbor County Fish Passage Barriers - Remove Fish Barriers | WSDOT \(wa.gov\)](#)
- **US 12 - Wishkah River Bridge - Mechanical Rehabilitation**
 - Timeline Summer 2026-Fall 2027

This project is being combined with mechanical work and painting on other moveable bridge in the vicinity. This will likely be a design-build project, so details provided below may change.

This project addresses worn mechanical components of the bridge that need replacement. In order to do this important work, the bridge will need to remain in the “down” position which prohibits larger marine vessels from traveling up or down the river.

During construction, travelers will also see the bridge closed to vehicle traffic for up to one week at a time several times during the course of the project. To keep goods and people moving, travelers will follow a signed detour using State Route 107 and US 101.

Any closures will be announced in advance. WSDOT will work to limit closures and noise as much as possible, however this is to be expected.

Project status Not started

Project webpage: [US 12 - Wishkah River Bridge - Mechanical Rehabilitation | WSDOT \(wa.gov\)](https://www.wa.gov/US12-Wishkah-River-Bridge-Mechanical-Rehabilitation)

7. ADJOURNMENT

With no further business to discuss, the meeting was adjourned at 6:59 p.m.

Ken Mehin made a motion to approve; second, Rob Bearden. Motion passed unanimously.

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

James Sorensen
James Sorensen (Feb 22, 2023 16:17 PST)

Jim Sorensen
Chairman
Date
Feb 22, 2023

Vicki Cummings
Vicki Cummings (Feb 21, 2023 09:27 PST)

Vicki Cummings
Executive Director
Date
Feb 21, 2023

DRAFT

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Final Audit Report

2023-02-23

Created:	2023-02-20
By:	Zana Dennis (zdennis@ghcog.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAC5ibW_OjcT4rU5Tr75fdlgFRX2nektvu

"September 15, 2022 _Zoom GHCOG Minutes fnl" History

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2023-02-20 - 11:58:48 PM GMT- IP address: 205.134.198.90
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2023-02-21 - 5:27:27 PM GMT- IP address: 205.134.198.90
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