

D R A F T
GRAYS HARBOR
COUNCIL OF GOVERNMENTS
FULL COUNCIL MEETING MINUTES
June 22, 2006

1. CALL TO ORDER/FLAG SALUTE

Chairman Dave Osgood called the meeting to order at 7:00 p.m.; the flag salute was given.

2. ROLL CALL

Members in Attendance:

Commissioner Tom Casey (GHPUD)

Terry Fernsler (Col-Pac RC&EDD)

Lisa Benn (Port of GH)

Commissioner Beerbower (GH County)

Desiree Dodson (City of Westport)

Administrative Sub-Council

Chair – Mayor Dave Osgood (City of Elma)

First Vice-Chair – Mayor Vickie Raines (City of Cosmopolis)

Second Vice-Chair – Terry Veitz (City of Ocean Shores)

Representative @ Large – Chris Thomas

Guests

Debbie Clemen and Nazmul Alam (WSDOT), Buck Meile

Council Staff

Vicki Cummings, Theresa Julius, Julia Gibb, Nancy Trask

3. GHCOG BUSINESS

➤ Approval of the Meeting Agenda and the April 27, 2006 Meeting Minutes

Terry Veitz made a motion to approve the meeting agenda and the April 27, 2006 meeting minutes; second, Mayor Raines. Motion passed.

➤ Administrative Sub-Council Report, Chairman Dave Osgood

Chairman Osgood reported that the Administrative Sub-Council met on June 22nd and approved the May bills and the July payroll.

Vicki discussed with the Administrative Sub-Council the need of a firewall to provide network security, the need to upgrade the antivirus software, and the need for general upgrades to our software and hardware. She also recommended contracting for a small annual maintenance package. “We have made considerable investment in our office technology over the past year, it is important to enhance and upgrade that investment.” She spoke to the Administrative Sub-council about an upgrade package through a local

provider. The Administrative Sub-Council decided it would be a wise investment and gave staff the authority to go ahead and spend. No other action was taken.

➤ **Old Business**

▪ **Proposed Bylaws Amendment, Second Reading**

The proposed changes to the GHCOG Bylaws for the second reading are as follows:

6.1 Full Council Meetings: change the regular meeting location from the Pearsall Building to the Port of Grays Commission Chamber.

7.1 Voting Procedures: Strike the sentence “voting by member delegates so authorized shall be by voice or by roll call vote in accordance with Roberts Rules of Order.

8.11 add the paragraph titled, “Recognition”: This section was added at the recommendation of the State Auditor because the COG has no way to show expenditures for recognition or awards approved by this Council. This section reads as follows:

“The Council may, when appropriate, use funding within the limits of the miscellaneous funds line item to purchase awards for Council Members. These awards may include, but are not limited to, plaques and certificates, small gifts under \$25.00, meals within the limit of the personnel policies and other items to convey recognition for services performed.”

Terry Veitz made a motion to approve the proposed bylaw amendments as presented; second, Commissioner Beerbower. Motion passed.

➤ **New Business**

▪ **Resolution No. 464, GHCOG 2007 Transportation Improvement Plan**

Vicki explained that Resolution No. 464 is authorization to approve the GHCOG 2007-2012 TIP, adding 1] the funding for the STP administration in the amount of \$50,000.00, and 2] the Hidden Coast Scenic Byway [SR 109 Corridor Management Plan]. ***Terry Veitz made a motion approving the GHCOG 2007-2012 Transportation Improvement Plan to include funding for the administration of the Surface Transportation Program and the Hidden Coast Scenic Byway project [SR 109 Corridor Management Plan]; second Lisa Benn. Motion passed.***

▪ **Resolution No. 465, SWRTPO 2006/2007 Contract**

Vicki explained the two changes to the Cowlitz-Wahkiakum Council of Governments 2006-2007 contract; 1] increasing the maximum amount payable under the contract from \$31,000.00 per year to \$35,000.00, and 2] adding Paragraph 7 regarding the purchase of refreshments for the quarterly RTPO meeting held in October hosted by the GHCOG to be reimbursed in full by the CWCOG. During our audit in December, 2005 the State Auditor said if the GHCOG buys refreshments they have no way of knowing CWCOG will be reimbursing the GHCOG. The addition of Paragraph 7 will clarify that issue.

Mayor Vickie Raines made a motion approving the 2006-2007 contract between CWCOCG and GHCOCG; second, Chris Thomas. Motion passed.

- Resolution No. 466, GH County Region STP Supplemental Funding Request
Vicki explained the resolution is for approval of this year's allocation of \$50,000.00 in Surface Transportation Program funding in support of STP administration. She asked for volunteers who would be willing to sit on an STP sub-committee and work through some issues with her. Vickie Raines, Terry Veitz, Desiree Dodson volunteered. Vicki said that Brian Shay was also interested in sitting on the committee.

Terry Veitz made a motion approving \$50,000.00 in Surface Transportation to support administration of the Surface Transportation Program for a one year period; second, Mayor Vickie Raines. Motion passed.

- US 101 Planning Study
Vicki stated that Senator Doumit got \$500,000 to do a study of US101 in the Aberdeen vicinity to look at congestion issues. He wants to make sure this money is addressed on the regional level, it goes through the regional process, and goes through the RTPs. She said, "We are working with our counterparts at DOT and we have already begun to look at some of the issues. We have met with Senator Doumit twice, both times he has said that he and his constituents are ready to make an investment in our transportation infrastructure, they are looking for projects and are ready to go."

Vicki distributed a regional map which showed routes identified in the color gold which are all the routes that have been studied. All of the highways in Grays Harbor County with the exception of SR109 and the 105 spur have been studied. All of those studies generated a list of recommended alternatives or fixes to the issues that were identified. "So we are proposing that we take a look at those studies, do a series of synopsis on those recommendations and start with those projects," stated Vicki.

This is going to happen through a series of stakeholder meetings and public meetings and some public service announcements. Discussions have already taken place with the County Commissioners, Mayors, the Port and soon with the business community.

A contract and scope of work is being developed with DOT that will allow the Council of Governments to assist in the research and facilitate in some of the data collection and complete the public involvement portion of the process. Vicki asked the council if they would allow the Administrative Sub-council to sign the contract should it be ready the middle of July.

Commissioner Casey made a motion to authorize the Administrative Sub-Council to sign the contract with DOT; second, Terry Veitz. Motion passed.

- Annual Picnic Location
July 27 will be the annual picnic date. Vicki stated prior picnics have been held at Mill Creek, Vance Creek twice and Friends Landing. She asked for other suggestions. Commissioner Beerbower suggested the Straddleline ORV Park. The Council agreed.

Staff will contact the park to make the arrangements.

➤ Staff Reports

- *Vicki Cummings, Executive Director*
 - Vicki reported the RTPO at the 5-county level received extra funding this year through the Washington Transportation Planning process. They pulled together a consultant that would function as a design team and they are tasked with engineering, designing and cost estimating projects. We will be able to take 8 to 11 different agencies and fund \$6,000 to \$10,000 worth of work for each one of them. Vicki has application forms.
 - Completed the Grays Harbor County portion of the CEDS.
 - Held the Safe Routes to School workshop June 15th and it was very successful. Had representatives from four different counties.
 - December 2004 the COG prepared a package for the graving project site and that project is still a go; DOT is still very interested in the site. They have scheduled some drilling to begin early in July. The Grays Harbor site is at the top of the list.
 - Have had many preliminary meetings on the US 101 project, meeting one on one with each of the Commissioners, each of the communities and the Port of Grays Harbor.
 - Spending time with Columbia-Pacific RC & EDD as a member of the board. The agency is going through several changes, trying to re-group and move forward with a plan to strengthen the agency. Terry Fernsler will no longer be the Economic Development District Coordinator, leaving June 30.
- *Julia Gibb, Community Development Coordinator*
 - Julia reported on the work she has accomplished since April regarding the “rural community development toolkit” and the specific work she has done for the cities of McCleary, Oakville and Elma.
- *Theresa Julius, Planner/GIS Coordinator*
 - Getting the 6 year street plan ready for adoption.
 - Transferring autocadd maps to GIS format.
 - City of McCleary has been using the GIS equipment.
 - Working on the City of Cosmopolis annexation maps.
 - Developed a trails map for Wilma Webber of the Grays Harbor County Health Department for her Health Now Program. They are sponsoring a “Feet First” workshop from 10am to 2pm at the Port of Grays Harbor Commission Chamber on Thursday, June 29th.

➤ Miscellaneous Business - None

4. **COUNCIL MEMBER/PUBLIC COMMENT**

- City of Ocean Shores, Terry Veitz

Terry reported the Ocean Shores convention center continues to go “great guns”. The city is also repaving SR109 and Point Brown. Terry extended her thanks to Terry Fernsler for his contributions to the COG.

- Port of Grays Harbor, Lisa Benn
Lisa reported that the Westport Marina is getting busier. The 30 year old floats at the marina need replacing. Also, the bio-diesel plant project is still going forward.
- City of Westport, Desiree Dodson
Desiree announced the following events happening at Westport:
 - Pirate Days will be held June 23, 24 and 25. The two tall ships are sitting in the marina, the Lady Washington and the Chieftain.
 - Westport's fireworks show will be held July 1st.
 - The chain saw carving event held in August has been cancelled for this year.
 - City is still looking for a Public Works Director.
- City of Cosmopolis, Mayor Vickie Raines
Mayor Raines reported that a company from China recently visited the Weyerhaeuser pulp mill as a potential buyer. The city has potential development that will require annexation; also doing rezoning from the Aberdeen city limits to "H" Street in Cosmopolis.
- City of Montesano, Chris Thomas
Chris reported the city is working on designing a new reservoir.
- Grays Harbor County, Commissioner Bob Beerbower
Commissioner Beerbower reported that development continues throughout the county. Commissioner Beerbower also reported for the Grays Harbor PDA; they held an energy conference on June 21 sponsored by Centralia Junior College and Grays Harbor College with 150 attendees coming from all over the country.
- Grays Harbor PUD, Commissioner Tom Casey
Commissioner Casey reported on the recent lawsuit settlement regarding a very expensive purchase of power from Idacorp.
- City of Elma, Mayor Dave Osgood
Mayor Osgood reported the city is installing new water lines in the Hurd Road area.
- Buck Meile announced that Highway 12 will be closed in the town of Oakville on July 1st due to a parade celebrating the 4th of July holiday.

5. **ADJOURNMENT**

There being no further business, the meeting was adjourned at 8:45 p.m.

