

GRAYS HARBOR  
COUNCIL OF GOVERNMENTS  
MEETING MINUTES  
May 27, 2010

**1. CALL TO ORDER**

The meeting was called to order by Chair John Pellegrini at 7:05 p.m. He led the Pledge of Allegiance to the Flag.

**2. ROLL CALL**

Members in Attendance:

City Councilmember Tim Alstrom (City of Aberdeen)  
Mayor Dave Osgood (City of Elma)  
Mayor Brandon Atoch (City of Oakville)  
City Councilmember Bob Crumpacker (City of Ocean Shores)  
Librarian Christine Peck (Timberland Regional Library)

Administrative Sub-Council:

Chair – John Pellegrini (City of Hoquiam)  
Secretary - Lyle Powell (City of Aberdeen)  
2<sup>nd</sup> Vice Chair – Commissioner Russ Skolrood (GHPUD)  
Representative at Large - Art Tanner (GH Public Development Authority)

Guests

James Rutz, Pacific Harbor Council of the Boy Scouts, Dave Ziegler, Bill Bumback, and Cheryl Ellsworth, WSDOT SR 520 Pontoon Project staff

Council Staff:

Vicki Cummings, Theresa Julius, Julia Gibb

A quorum was established.

**3. PRESENTATION: Pacific Harbor Council of the Boy Scouts**

James Rutz of the local Boy Scouts Council, gave an overview of the organization and some of their recent activities. There are 500 youth in this district engaged in varied activities, including police scouts, looking into a Sea Scout program, possibly beginning a program in health care in coordination with the local community hospital.

This is the 100<sup>th</sup> anniversary of scouting, so it is an important milestone for the Boy Scouts. Last year half a million dollars in work equivalent value to Grays Harbor

(figuring minimum wage value) was donated by scouts. Scouts are always looking for major community service projects for Eagle Scout candidates.

Mr. Rutz asked members to think of projects in their communities that the scouts could undertake. He gave members handouts on scouting, and Director Cummings asked for more information about the community Eagle Scout program so that she could follow up with members in a future email.

#### **4. PRESENTATION: Washington State Department of Transportation Staff Summary of Draft Environmental Impact Statement on SR 520 Pontoon Project in Grays Harbor**

Dave Zeigler, Principal Engineer, introduced the project and other staff, Bill Bumback and Cheryl Ellsworth. Bill Bumback, one of the environmental planners on the project, summarized the draft EIS project with a PowerPoint presentation. The DEIS will be rolled on tomorrow on May 28. This project will create SR 520 bridge pontoons both for replacement parts as well as for emergency back-up in the event of storm-related or other bridge failure before full bridge replacement can be completed.

Two sites were evaluated in Grays Harbor: the Anderson-Middleton site in Hoquiam and the Aberdeen log yard site. Kiewitt General is the design-build contractor for the pontoon project. Thirty-three pontoons are needed for bridge replacement, and the larger pontoons will be built in Grays Harbor County. Moorage and storage of the new pontoons will take place in the harbor itself on approximately 15 acres of water adjacent to the navigation channel outside of the Johns River estuary. Pontoons will be stored in the harbor for some months up to a year or longer, depending on construction timing and earlier need (storm damage, etc).

Mr. Bumback summarized areas of potential impact and mitigation measures that are planned; currently there is only a draft conceptual mitigation plan; more details will appear in the Final EIS. Public comment will be accepted through July 12, 2010. A local public hearing on the Draft EIS is scheduled for June 24 from 5-7 p.m. at Aberdeen High School, 410 N. G Street, Aberdeen. Further information is available at the project website: SR520Pontoons\_DEIS@wsdot.wa.gov. Members were asked to place official comments on their agency letterhead. Copies of the DEIS will be in area libraries and in the Federal Register.

#### **5. GHCOG BUSINESS**

- Approval of the Meeting Agenda  
*Councilmember Crumpacker made a motion to approve the meeting agenda; second, Mayor Atoch. Motion passed unanimously.*
- Approval of the April 22, 2010 Meeting Minutes  
*Councilmember Alstrom made a motion to approve the GHCOG April 22, 2010 meeting minutes; second Mayor Atoch. Motion passed unanimously.*

- Administrative Sub-Council Report  
Chair John Pellegrini reported the Administrative Sub-Council approved the May bills and the June payroll. They discussed the replacement of Nancy Trask's position.
- Old Business – There was no old business.
- New Business
  - Resolution No. 518, Approving Amendment No. 2 to the 2010 Budget  
Vicki Cummings presented Resolution No. 518, which raises the beginning fund balance for the 2010 budget by \$21,525, adjusts salaries by less than \$1,000, and raises ending fund balance. *Mayor Atoch made a motion to approve Resolution No. 518; second Councilmember Alstrom. Motion passed unanimously.*
  - Resolution No. 519, Establishing a Non-Member Costs and Data Request Policy  
Vicki Cummings reviewed staff discussions and recommendations regarding a written policy for map and data charges for non-member requests of the COG. The new policy will help COG defray costs of these services to non-dues-paying agencies and individuals who occasionally request mapping or data. *Art Tanner made a motion to approve Resolution No. 519; second Mayor Atoch. Motion passed unanimously.*
  - Resolution No. 520, Approving Amendment No. 3 to the 2010-1015 Regional Transportation Improvement Plan and Forward for Inclusion in the State Transportation Improvements Plan  
Vicki Cummings reviewed the addition of Cosmopolis' Phase 3 and 4 downtown corridor improvements construction project to the Regional and State TIPs. *Art Tanner made a motion to approve Resolution 520; second Mayor Atoch. Motion passed unanimously.*

## 6. STAFF REPORTS

Chair Pellegrini dispensed with oral staff reports, given the time taken by the two outside presentations. Written staff reports follow, incorporated into the minutes for the record.

- Vicki Cummings, Executive Director  
*COG Member Projects*  
**City of Oakville**
  - Continued work on the City's community building project: grant research, information, data gathering, and preliminary work on Rural Development grant; project meetings
  - Participated as presenter in a 2-day grant writing workshop as part of the community building project. Proceeds went to the Friend of the Library building fund.
  - Met with Oakville wastewater subcommittee to explore funding possibilities for development of a wastewater systems plan.

**City of Montesano** – Continuing work on CDBG planning only grant for Senior Center feasibility study.

**City of Cosmopolis** – submitted letter of support for the City’s Downtown Revitalization Project to .09 funding committee.

**Grays Harbor Transit** – Completed review work on GHTA 2010 Transit Development Plan. Addressed Board during public hearing for plan approval. Provided cover letters and mailed plans to all appropriate agencies.

**Port of Grays Harbor** – Completed Marine Highways white paper on designation process.

***COG Regional Projects***

**SR109 Corridor Management Plan** – Completed final review/edits on SR109 CMP.

**SWRTPO** – submitted project progress report to Southwest Washington Regional Transportation Planning Organization.

**Attended:**

- GH Chamber of Commerce leadership conference
- Chamber of Commerce Board meeting
- Col-Pac Resource Conservation and Economic Development District Board meeting
- Resource, Conservation and Development planning meeting regarding survey feedback.
- Regional Education Training Center/WSU Tacoma Campus information meeting regarding class offerings at Satsop location.
- City of Cosmopolis Town Hall meeting.
- City of Ocean Shores round about ribbon cutting

**GHCOG Newsletter** – Review, edit and provide historical perspective for newsletter.

**Office Coordinator Position** – developed scope of work, requirements, ads, interview questions and began interviewing to fill position.

➤ Julia Gibb, Planner/Community Development Coordinator

***COG Member Projects***

**Ocean Shores Comprehensive Plan:** Continue review and reformat original 1998 Comprehensive Plan to incorporate recent major amendment package in 2007; note any inconsistencies or needs for further amendments because of reformatting.

Research formatting options with MRSC librarian

**Cosmopolis:** Final draft review of Hazard Management Plan; attend public open house on May 11; final comments to Bill Sidor and consultant

**Aberdeen:** Send materials packet to Lisa Scott, Planning Director, as requested, on Capital Facilities Plan development project of COG for requesting members

***COG Regional Projects***

**SR 109 Scenic Byway Corridor Management Plan:** Final review and edits

**COG Newsletter:** Research and write COG 50<sup>th</sup> Anniversary article and pictures

**Administrative Projects**

**Hiring:** Participate in Office Coordinator candidate review, interviews and selection

**Office Coordinator substitute:** Help staff Board meeting

- Theresa Julius, Planner/GIS Coordinator

***COG Member Projects***

**Cosmopolis** – Provided poster size prints of selected Hazard mitigation maps for open house.

**Elma** – Printed zoning maps for general distribution by the city.

**Grays Harbor County** – Provided database training on STIP program and assisted with creating the 2011 TIP.

**Hoquiam**

- Produced project location map for city’s Safe Routes to School grant application.
- Made several water line updates to the city’s water asset map.
- Completed water valve system drawing, C-43-A, Panama Ave.

**McCleary** – Created McCleary School District map for the city.

**Montesano** – Made updates to create the city’s 2011 TIP.

**PDA**

- Answered request on locating sources for purchasing air photos and arranging fly over photography.
- Provided PDA site parcel map updated with 2006 NAIP photos.

**Port of GH** – Created a locational map of the Western US showing the relationship of the Port of Grays Harbor to major cities: L.A., San Francisco, Portland, & Seattle.

**Transit**

- Double checked the financial sections of the Transit Development Plan.
- Made updates to create the Transit’s 2011 TIP.

**Westport**

- Provided first draft of water lines and water system map. City staff will review water lines and provided edits and updates when time allows.
- Produced several maps for their water system planning efforts: service area, location of existing facilities, city zoning, and county zoning.
- Calculated percentage of city zoning for residential, commercial, mixed use, and industrial as requested for an AWC survey.

***COG Regional Projects***

Started an inventory of GIS projects and GIS data.

Updated GHCOG GIS & Data non-member services policy and pricing.

Processed STIP amendments: Grays Harbor County – *Cedar Creek Bridge*, City of Hoquiam - *Citywide Pedestrian Safety and Mobility*, City of Cosmopolis – *Downtown Corridor Phase 3 & 4* engineering and construction projects.

**REMINDER: 2011 local transportation improvement plans to be adopted by June 30<sup>th</sup>.**

**Upcoming and ongoing mapping projects:**

- >Hoquiam historic plan mapping: building locations and dates.
- >Hoquiam water system detail maps: C-42, C-42-A, C-42-B.
- >Hoquiam future land use map updates.
- >Hoquiam parking zone map.

