

GRAYS HARBOR  
COUNCIL OF GOVERNMENTS  
***DRAFT*** MEETING MINUTES  
May 28, 2009

**1. CALL TO ORDER**

The meeting was called to order by Chair Chris Thomas at 7:00 p.m. Chair Thomas led the Pledge of Allegiance to the Flag.

**2. ROLL CALL**

Members in Attendance:

Councilmember Tim Alstrom (City of Aberdeen)  
Councilmember Chris Vessey (City of McCleary)  
Councilmember Nick Johnson (City of Ocean Shores)  
Mayor Michael Bruce (City of Westport)  
Commissioner Mike Wilson (GH County)  
Commissioner Russ Skolrood, (Grays Harbor PUD)  
Manager Mark Carlin (Grays Harbor Transit)  
Commissioner Chuck Caldwell (Port of Grays Harbor)

Administrative Sub-Council:

Chair – Chris Thomas (City of Montesano)  
1<sup>st</sup> Vice Chair – John Pellegrini (Hoquiam)  
2<sup>nd</sup> Vice Chair – Vicki Raines (Cosmopolis)  
Secretary – Mike Wessells (Timberland Library)  
Representative at Large – Art Tanner (GHPDA)

Guests:

Jason Robertson, Stan Pinnick, Mark Reisman

Council Staff:

Vicki Cummings, Theresa Julius, Julia Gibb

A quorum was established.

**3. PRESENTATION: Grays Harbor Vision 2020**

Port Commissioner Pinnick introduced the subject, which was a report on the Vision 2020 process to date. Jason Robertson from Barney and Worth consultants gave an overview of the visioning process. He noted that the draft Action Plan should be out the following week for public review. He told the COG Board that over 30 different organizations will become lead entities on over 120 action items developed as a result of the public process. He handed out a project schedule. He explained that actions should occur within the next 6 years. The action plan is intended to be a living document that can change and evolve over time. The intent is to develop a yearly written report on progress in implementing the listed actions; the report will be based on a survey going out to each lead organization.

Commissioner Pinnick led discussion and ended with the comment that the Grays Harbor Community Foundation is the fiscal agent. He noted that with Phase 3, \$250,000 had been remitted to the consultant. Phase 4 will begin implementation, and \$50,000 is needed for that effort. Commissioner Pinnick also stated that he felt the process was as important as the product, in that so many members of the public had participated.

Vicki Cummings asked what the final approval mechanism would be. Mr. Robertson replied that they are planning on publishing and distributing the document and that local jurisdictions would not be asked to formally adopt the document.

#### 4. **GHCOG BUSINESS**

➤ Approval of the Meeting Agenda

*John Pellegrini made a motion to approve the meeting agenda; second Art Tanner. Motion passed.*

➤ Approval of the April 23, 2009 Meeting Minutes

*John Pellegrini made a motion to approve the GHCOG April 23, 2009 meeting minutes; second by Art Tanner. Motion passed.*

➤ Administrative Sub-Council Report: Chair Chris Thomas

Chair Thomas reported the Administrative Sub-Council met before this meeting to approve the May bills and the June payroll. The group then discussed the current COG budget and potential future changes. Chair Thomas stated that a potential new work item could come to the full Board next month.

➤ Old Business

• Discussion: Grays Harbor Vision 2020 Implementation Plan – COG draft task list

Vicki Cummings discussed the draft list of tasks that GHCOG was asked to be responsible for. The Board had requested that staff suggest edits to this list to reflect actions that fall within the charge of the COG organization, or could do so if specifically prioritized by the Board as part of an annual work program.

The Board discussed staff suggested edits and generally agreed that the changes should be submitted back to Vision 2020 consultant. Concerning the section titled “Tasks Undertaken Upon Request”, Mayor Bruce stated that the phrase “of COG Boardmembers” should be added to the heading so that it reads “Tasks Undertaken if Requested by GHCOG Membership” in the edited version; all agreed.

There was discussion to simply remove that section from the list entirely. Mike Wessells suggested retaining that portion of the document as an educational component.

*Mike Wessells moved to retain “the middle portion of the list”(Tasks Undertaken Upon Request”) because it helps demonstrate what COG can (and cannot) do. Pellegrini seconded the motion. Motion passed.*

• Discussion: Member Support Assessment

Vicki Cummings told the Board that she has heard from some of the members on their agency’s respective budget and work program assessments for the year, but has not heard from every member. She reiterated the importance to the COG planning efforts of hearing back from members on their own agency’s budget issues, especially with respect to loss of particular staff and struggles to achieve important work products. This information will be

helpful to COG as it plans its own work program focus; it may be that we can help fill in some of the gaps that agencies are experiencing with the current economic slowdown.

***Executive Director Request: Vicki Cummings asked for those who had not yet replied, to please send in their member assessments to her.***

➤ **New Business**

- Resolution No. 503, Amendment No. 2 to the 2009-2014 GHCOG Regional Transportation Improvement Plan (TIP)  
***Chris Vessey moved approval; seconded by Commissioner Caldwell. Motion passed.***

**4. STAFF REPORTS**

➤ ***Vicki Cummings, Executive Director***

- Discussed working to update GH portion of the Unified Planning Work Program (UPWP) for DOT, which ties Grays Harbor County with the Southwest Regional Transportation Planning Organization (SWRTPO) and with WSDOT for transportation projects.
- Working with the Port on the Port Industrial Road Project – planning and transportation funding facilitation.
- Worked with Mike Wessells on Timberland Regional Library system budgeting and planning issues for the future after failure of the levy to pass.
- Utility Coordinator position work continues. GHCOG staff have developed draft job description and newspaper ad for PUD’s review.
- Attended Columbia Pacific Resource Conservation and Economic Development District meeting by telephone conference (saving transportation costs).
- Attended Jobs Team meeting; discussing Weyerhaeuser plant closure impacts to harbor and discussing various responses.
- Budget preparation discussion with staff; ongoing assessment of COG and members’ changing situations based on economic conditions.
- Attended local Stakeholders’ meeting with U.S. Rep. Norm Dicks
- Two handouts for members: work plan update and list of most-used government acronyms (for new members).

➤ ***Julia Gibb, Planner/Community Development Coordinator***

- Utility Coordinator Position/PUD: Continue preparation for new FTE; job description and costs.
- GHPDA Acoustical Test Facility: Assist PDA staff in researching data for and writing portions of grant application to Economic Development Administration (EDA).
- Capital Facilities Plans (offered to all members upon receipt of member authorizing resolution): Draft article for GHCOG newsletter. Article summarizes program, importance of participation. Continue working with participating COG agencies with Theresa Julius.
- SR 109 Scenic Byway Plan: begin review of draft plan text.
- Newsletter: Draft three articles for COG newsletter; downtown development in Grays Harbor cities, capital facilities planning, and COG work projects for members.
- 2010 Census: Preview potential work items for 2010 Census public outreach in Grays Harbor – with Theresa Julius.
- 2020 Vision: Review and edit plan’s action item list for COG, as directed by Board at April COG meeting.

➤ ***Theresa Julius, Planner/GIS Coordinator***

- Hoquiam: Continued to work with Al Telecky to produce ongoing water system updates; developed flood data; historical register research; worked on consolidating fire and water department maps.
- Elma: worked on parcel maps.
- Port of Grays Harbor: 28<sup>th</sup> Street Landing recreational lands and facilities plan.
- Cosmopolis: helped with waterfront maps.
- Montesano: helped with slope data.
- Westport: worked on water system maps.
- Regional Projects: COG newsletter produced; state TIP amendments processed and preparation underway for 2010 process; economic stimulus updates.

5. **MISCELLANEOUS BUSINESS** - None.

6. **MEMBER/PUBLIC COMMENT**

- Timberland Regional Library, Mike Wessells – Announced new reduced hours for all TRL libraries; other changes and fees are on the way.
- City of McCleary, Chris Vessey – Attended latest EDC meeting; Cancer Walk is tomorrow.
- Port of Grays Harbor, Commissioner Caldwell – A load of logs is scheduled to ship to Korea next month; Port anticipates more of the same to come.
- Grays Harbor PUD, Commissioner Skolrood – Thanks staff for economic stimulus information; work on utility coordinator position.
- Grays Harbor County, Commissioner Mike Wilson – Summarized history of local requests to Washington D.C. for a Doppler radar system on the coast. Noted with amazement at the change in federal staff from completely negative to very interested now that Congressional support has been forthcoming along with funding. Project may be built by 2012; is in the budget currently. Senator Cantwell says is her #1 priority.
- Grays Harbor PDA, Art Tanner – Brown-Minneapolis Tank Company is fully moved now; more jobs faster than forecast; first big shipment is to Alaska in July. He thanked COG staff and expressed his appreciation.
- Westport, Mayor Bruce – Noted a number of people have worked on this issue – he is glad to have it coming to county no matter where it is ultimately located.
- Ocean Shores, Nick Johnson – Paving for rest for city streets came in \$2 million under bid; city is starting on the sewer portion of their roundabout project; city is bargaining with union, looking at a reduction in force.

7. **ADJOURNMENT**

With no further business to discuss, the meeting was adjourned at 9:15 pm.

