

GRAYS HARBOR  
COUNCIL OF GOVERNMENTS  
MEETING MINUTES  
October 22, 2009

**1. CALL TO ORDER**

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

**2. ROLL CALL**

Members in Attendance:

Commissioner Mike Wilson (Grays Harbor County)  
Commissioner Russ Skolrood (Grays Harbor PUD)  
Leonard Barnes (Port of Grays Harbor)  
Mayor Dave Osgood (City of Elma)  
Nick Johnson (City of Ocean Shores)

Administrative Sub-Council:

Chair – Chris Thomas (City of Montesano)  
1<sup>st</sup> Vice Chair – John Pellegrini (City of Hoquiam)  
Secretary – Mayor Michael Bruce (City of Westport)  
Representative at Large – Art Tanner (GHPDA)

Guests:

Debbie Clemen (WSDOT)

Council Staff:

Vicki Cummings, Theresa Julius, Julia Gibb and Nancy Trask

A quorum was established.

**3. GHCOG BUSINESS**

➤ Approval of the Meeting Agenda

*John Pellegrini made a motion to approve the meeting agenda; second Commissioner Mike Wilson. Motion passed.*

➤ Approval of the September 24, 2009 Meeting Minutes

*Art Tanner made a motion to approve the GHCOG September 24, 2009 meeting minutes; second John Pellegrini. Motion passed.*

➤ Administrative Sub-Council Report: Chair Chris Thomas

Chair Thomas reported the Administrative Sub-Council met before this meeting to approve the October bills and the November payroll. They discussed the Grays Harbor EDC issue. No action was taken.

➤ Old Business

• Discussion: Budget Update

Vicki stated she had called each member and found out that their budgets are not final until November or December, however, all the member entities have the COG in their budgets at the budgeted amounts. We do know that Grays Harbor County will be unable to pay their full dues next year according to the newspaper, but she has had no formal notification.

She further stated that staff has reduced every budget category possible. Furlough days will definitely be instituted and she is looking at other in-house changes to reduce staffing costs. However, staff has applied for a couple of grants for more revenue and when and if those grants come in, we can retract the furlough days.

Vicki said after the first of the year we can make a recommendation to increase our administration share of STP funds, from currently \$50,000 a year to \$75,000 a year.

Budget scenarios will be presented to the Administrative Sub-Council and they can forward the best option to the members for a final vote at our December meeting.

• Member Status on Stimulus Projects

The following members presented updates on their stimulus projects:

- 1] Nick Johnson reported on the Ocean Shores round-a-bout and the new sidewalk downtown projects.
- 2] John Pellegrini stated the city is moving forward with their projects and will continue through the winter months.
- 3] Leonard Barnes reported they are receiving state funds for the T1 dock and work continues on the Port Industrial Road.
- 4] Art Tanner stated the GHPDA completed construction of the spec building.

➤ New Business

• Discussion: Annual Dinner Meeting

In lieu of dinner, member consensus is to have light hors d'oeuvres with a business meeting to follow. Nancy will email the members and take a poll for the meeting date, either December 3<sup>rd</sup> or December 10<sup>th</sup>, and will inform everyone of the choice.

- Discussion: Intelligent Transportation System Grant Application – Aberdeen and GHCOG (Work Project Project for 2010 and 2011)

Julia reported she did a grant application for the City of Aberdeen and the GHCOG, as sub-recipient, for \$50,000 for the next two years to do planning phase analysis for Intelligent Transportation System (ITS). This was one of the priority projects in the U.S. 101 Regional circulation Study of 2007. ITS could include: variable message signs; closed circuit television cameras; highway advisory radio; data stations; road/weather information systems and photo enforcement cameras.

The Port of Grays Harbor has pledged \$20,000 in local match as part of its rail infrastructure development program to study potential mitigation measures including ITS for rail-related area congestion. COG staff would provide additional in-kind local match. The total study over two years is estimated at \$101,600.

- ACTION: Resolution No. 509, Approval of the 2009-2014 Regional Transportation Improvement Plan, Amendment No. 3 AND Resolution No. 510, Approval of the 2010-2015 Regional Transportation Improvement Plan, Amendment No. 1

***Mayor Bruce made a motion to approve Resolution No. 509 and Resolution 510; second, John Pellegrini. Motion passed.***

- GHEDC Correspondence

Vicki distributed to the members an email dated October 5 from John Mitchell, the Grays Harbor EDC Chairman. In the email Mr. Mitchell stated that the EDC has been reviewing their options for organizational structure. “Our membership felt this was a good opportunity to assess our progress and purpose as an organization, especially given the challenging economic times for most of our membership.” In several planning and feedback sessions, the EDC membership has discussed the following: 1] membership needs to continue, 2] GHCOG is the agency that is most often named as being most compatible, 3] members are looking at funding cuts and are concerned about their ability to continue to fund the EDC as well as other organizations, and 4] would it make sense to move to and work in close proximity with the COG and immediately share “back office” functions that would reduce costs and increase results for the community and both organizations.

Chair Thomas asked for the members thoughts and if they were interested in furthering the dialog. Following are their comments:

>*Nick Johnson* mentioned the COG’s mission statement and stated, “I don’t see anything in there for us, the COG. I am not in favor of going any further forward and I cannot support it.”

>*John Pellegrini* stated, “We don’t know enough anyway.”

>Commissioner Wilson stated, “I was on the EDC board for 4 years and found it hard to define their responsibilities. I stepped away from the Board. I don’t think the two [GHEDC and GHCOG] meld together. Vicki and staff are effective, I don’t see that with the EDC. I am not against talking with them.”

>Art Tanner stated, “I think it makes sense for Chris and Vicki to put together a paper about the integrity of the organization, etc, so the COG members could have it in writing; the morals and ethics that we will agree on.”

After further discussion, Council consensus was to set up a meeting to further discuss the issue with the Grays Harbor EDC .

#### 4. **STAFF REPORTS**

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

###### **DIRECT**

- Busy with the Jobs Team with this month concluding with the tour on October 15<sup>th</sup>.
- Continue to work with the City of Oakville on their community building process. In the process of establishing a capital campaign board to oversee the process.
- Researching for grant funding for the City of Cosmopolis with their dam project and to save their downtown corridor Phase 3 project.
- Worked with the City of Elma to complete their energy grant requesting funds for upgrades to their city hall, fire and police stations and their need for HVAC and lighting.

###### **REGIONAL**

- Met with DOT regarding the highway systems plan, deals with mobility. Need to make sure that the regional priorities appear in the plan.

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

###### **REGIONAL**

- **Federal Stimulus (ARRA): Energy Efficiency through Transportation Planning Grant Opportunity:** Drafted grant application for the City of Aberdeen and GHCOG as sub-recipient for a \$50,000 grant over the next two years to do planning phase analysis for Intelligent Transportation System (ITS), one of the priority projects in the US 101 Regional Circulation Study (2007). ITS could include variable message signs, closed circuit TV cameras, highway advisory radio, data stations, road/weather information systems and photo enforcement cameras.

Planning project would include advisory group of affected jurisdictions and agencies, including Aberdeen, Hoquiam, Cosmopolis, Ocean Shores, Westport and Montesano, GH County and police and fire departments, WSDOT and the Port of Grays Harbor.

The Port of Grays Harbor has pledged \$20,000 local match as part of its rail infrastructure development program to study potential mitigation measures

including ITS for rail-related area congestion. COG staff would provide additional in-kind local match. Total study over two years is estimated at \$101,600.

#### **DIRECT**

- **Capital Facilities Plans status:** [offered to all members upon receipt of member authorizing resolution]; Westport and Montesano still working on their first step: inventory.
- **Ocean Shores Library Expansion:** Met on October 21 with USDA representative and members of the Ocean Shores Library Board to discuss grant/loan options for the library expansion. Discussed USDA's Community Facilities Low Interest Loan Program. USDA is highlighting library projects for 2010 fiscal year. The Library Board has raised \$350,000 in funds toward the project.
- **Attended one day Block Grant workshop:** Attended Federal Community Development Block Grant workshop on general purpose grant program held in Olympia on October 20. Hoquiam and Oakville are the local communities pre-approved to have requisite low and moderate income levels to qualify. Other communities can do surveys to qualify.

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

##### **DIRECT**

- **Elma** – Produced maps and provided assessor data for parcels west of the city.
- **GHCOG** – Produce map and proof read the application for the Energy & Efficiency through Transportation Planning grant.
- **Hoquiam – ongoing work:** Working with the Fire Department to create new hydrant maps using hydrant data that was collected this summer by GPS, via summer interns.
- **McCleary** – Produced an updated street map that city staff can provide to persons visiting or new to the city.
- **McCleary** – Working with the city electric utility crew on a GPS project that will collect pole, transformer, and vault locations and data. Spent one raining morning out with the crew, training them how to use the unit and accompanying them out into the field for data collection to make sure the GPS unit was set up properly for their needs.
- **Port of Grays Harbor** – TIP updates for both the 2009 & 2010 six year plans to include: *Port of Grays Harbor Terminal Rail System* project.
- **Jobs Team** – Provided layout design for legislative tour brochure and produced route and point of interest map legislative tour.

##### **REGIONAL**

- Continued ARRA updates.
- Produced October 09 to March 2010 *Public Funding Newsletter*. (cannot have done it without Julia and Nancy assistance in proofreading and input.)

#### **5. MISCELLANEOUS BUSINESS – None.**

**6. MEMBER/PUBLIC COMMENT**

- City of Westport, Mayor Michael Bruce – Mayor Bruce announced that there will be no layoffs at the city and services for 2010 remain the same as 2009.
- Grays Harbor County, Commissioner Mike Wilson – Commissioner Wilson stated the county continues to have budget issues; Aberdeen received an ARRA grant for their police department in the amount of \$900,000; and the County Health Department is staying on top of the H1N1 issues.
- Grays Harbor PDA, Art Tanner – Art Tanner announced that Quiggs are working on site on the 520 pontoon project.
- Grays Harbor PUD, Commissioner Russ Skolrood – Commissioner Skolrood reported they received FEMA money from the December 2007 storm.
- Port of Grays Harbor, Leonard Barnes – Leonard Barnes reported Imperium Grays Harbor is now down to 14 employees instead of 45, however, they will be rehiring again. The Port is currently working on shipping contracts with Chrysler.
- City of Hoquiam, John Pellegrini – John Pellegrini reported on the following: 1] Hoquiam is doing very well with their 2010 budget, will be no staff cuts, 2] LaVogue building is being remodeled, and 3] GH Paper is doing very well, have added 20 new hires this year.
- City of Montesano, Chris Thomas – Chris Thomas reported that the city’s budget is very tight, but there will be no layoffs.
- City of Ocean Shores, Nick Johnson – Nick Johnson reported that the city’s fire house is almost completed.

**7. ADJOURNMENT**

With no further business to discuss, the meeting was adjourned at 8:50 p.m.

GRAYS HARBOR COUNCIL OF GOVERNMENTS  
115 South Wooding Street  
Aberdeen, Washington 98520

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Vickie Raines  
Acting Chair

Date

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Nancy Trask  
Office Coordinator

Date