

GRAYS HARBOR  
COUNCIL OF GOVERNMENTS  
MEETING MINUTES  
September 24, 2009

**1. CALL TO ORDER**

The meeting was called to order by Second Vice- Chair Vickie Raines at 7:00 p.m. Vice- Chair Raines led the Pledge of Allegiance to the Flag.

**2. ROLL CALL**

Members in Attendance:

Councilmember John Smith (City of Aberdeen)  
Commissioner Al Carter (Grays Harbor County)  
Commissioner Russ Skolrood (Grays Harbor PUD)  
Councilmember Chris Vessey (City of McCleary)  
Commissioner Chuck Caldwell (Port of Grays Harbor)  
Christine Peck (Timberland Regional Library)

Administrative Sub-Council:

1<sup>st</sup> Vice Chair – John Pellegrini (City of Hoquiam)  
2<sup>nd</sup> Vice Chair – Vickie Raines (City of Cosmopolis)  
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

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

➤ Approval of the August 27, 2009 Meeting Minutes

*John Pellegrini made a motion to approve the GHCOG August 27, 2009 meeting minutes; second Art Tanner. Motion passed.*

➤ Administrative Sub-Council Report: Second Vice-Chair Vickie Raines  
Acting Chair Raines reported the Administrative Sub-Council met before this meeting to approve the September bills and the October payroll. No action was taken.

➤ Old Business

- ACTION: Resolution No. 506, Correction to the 2009 Budget Amendment #1  
Vicki explained that due to a clerical error the wrong fund balance was used. The good news is that the error increases the COG's beginning fund balance for 2009 by \$18,759. *Art Tanner made a motion to approve Resolution No.506, Correction; second, John Pellegrini. Motion passed.*

➤ New Business

- 2010 Preliminary Budget and Work Program  
Vicki presented the 2010 preliminary budget and work program. There will be no increase in dues for 2010, they will remain the same as 2008 and 2009. On the expenditure side, there will be no salary increases and hopefully benefits/taxes will not greatly increase. Vicki went through line for line of the expenditures for 2010. Expenditures were reduced by \$11,000 from 2009 leaving a very lean 2010 budget.

On the work program side only one project was added, "Jobs Team Grays Harbor." Page 10 of the work program section addresses tasks and deliverables.

Regarding the September 24<sup>th</sup> Daily World article on the County and their budget issues, Vicki stated she recently met with Commissioner Wilson to get some indication from him about the COG's position in the County's budget. He said that decision has not yet been made, but the county would participate in a reduced capacity. Vicki is waiting for formal notification from the County Commissioners.

Vicki told the Council that we have been planning for the impact of reduced dues which have been discussed with the Administrative Sub-Council. When she has official notice from all members, she will discuss the options with the full Council and they will decide on which option to implement.

*Chris Vessey made a motion accepting the 2010 Preliminary Budget and Work Program as presented; second John Pellegrini. Motion passed.*

4. STAFF REPORTS

➤ *Vicki Cummings, Executive Director*

**DIRECT**

- Working with the City of Oakville in getting staff organized for a capital campaign regarding their library building.
- Assisting GH Transit in reviewing every possible grant opportunity to try and find them funding.

- Working once again on the Elma park plan, their planner is ready to move forward with it.

#### **REGIONAL**

- Working on a logo and tour set up for the Jobs Team.
- Attended the EDC Joint Committee meeting on Tuesday regarding the future of the EDC.

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

##### **REGIONAL**

- **Federal Stimulus Energy Grant Application Opportunity:** worked with PUD staff and Theresa Julius to develop grant applications for energy efficiency block grants for Aberdeen, Hoquiam and Montesano. Maximum grant per agency us \$135,000. We are writing grants for: 1] lighting upgrades/retrofit of existing public buildings; and 2] energy efficient HVAC systems [heat pumps].
- **Capital Facilities Plans status:** [offered to all members upon receipt of member authorizing resolution]; first meeting was held with Westport. Montesano is working on their first step, inventory.
- **Funding in General and ARRA [Stimulus Project]:** Continue the review of ARRA opportunities and funding status; advise agencies are requested, including Cosmopolis, Elma and the PUD.

##### **DIRECT**

- **Ocean Shores Library Expansion:** Met with Ocean Shores Library Board to discuss options for moving forward with proposed library expansion of 4,000 square feet. Board authorized COG to coordinate an initial meeting with USDA regional representative in October, to gather information about USDA's Community Facilities Low Interest Loan Program. Library Board has raised \$350,000 in funds toward the project.

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

##### **DIRECT**

- **Aberdeen** – 1] Provided first draft of city zoning layer to Lisa and Steve for review, and  
2] Energy Efficiency and Conservation Block Grant for smaller cities: City Hall HVAC,  
Lighting – library, fire (Julia coordinating)
- **Hoquiam** – 1] Provided a map of parcels with ownership and appraised value on Levee Street, 2] Energy Efficiency and Conservation Block Grant for smaller cities: Transit HVAC and downtown sidewalk street lighting, and 3] Ongoing work on water system mapping: Moon Island Road and Airport Way.
- **Montesano** – Energy Efficiency and Conservation Block Grant for smaller cities: City Hall HVAC & Fire Station HVAC.
- **Westport** – Capital Facilities Plan, held first meeting with city staff to begin first step, inventory.
- **Port of Grays Harbor** – 28<sup>th</sup> Street Landing Recreation Lands and Facilities plan was adopted.

- **Grays Harbor PUD** –Coordinating with Kevin Howerton on the Energy Efficiency and Conservation Block grants.

**REGIONAL**

- **EDC** – Created a map of the Anderson & Middleton property in Hoquiam.
- **Jobs Team** – Created jobs team logo options.
- **Jobs Team** – Provided first draft of a map for the October 15<sup>th</sup> Legislative tour.

5. **MISCELLANEOUS BUSINESS** – None.

6. **MEMBER/PUBLIC COMMENT**

- City of Westport, Mayor Michael Bruce – Mayor Bruce announced many condos are for sale and due to economic conditions fewer yachts are being produced by Westport Shipyard.
- Grays Harbor County, Commissioner Al Carter – Commissioner Carter stated the county is having very difficult budget issues and they are working through them. He also announced that the county is providing \$100,000 to bring the sewer line to East County to relocate Mary’s River mill.
- Grays Harbor PDA, Art Tanner – Art Tanner announced that BMT now has 70 employees.
- City of Aberdeen, John Smith – Mr. Smith reported that the city is working on their budget cycle for 2010.
- City of Cosmopolis, Mayor Vickie Raines – Mayor Raines announced the city was recently audited by the State Auditor with no findings; in the past 118 years the city has had no finding. The city is working with the GHCOG
- Grays Harbor PUD, Commissioner Russ Skolrood – Commissioner Skolrood reported the IT building is now under construction.
- Timberland Regional Library, Christine Peck – Christine Peck also said TRL is fighting the budget. Effective October 1<sup>st</sup> TRL will be charging fines for overdue items. The overdue fine is \$.15/day for each item for each loan period. The maximum overdue fine is \$4.20 per item for each loan period.
- City of McCleary, Chris Vessey – Chris Vessey was pleased to say the city will have no staff cuts for next year’s budget; they will be hiring another police officer. The city will be going out to bid on a new boom truck for the electric utilities department.
- Port of Grays Harbor, Commissioner Chuck Caldwell – Commissioner Caldwell reported on the following: 1] Westway will be hiring in the next 30-90 days, 2] improving Terminal #1, and 3] currently in railroad negotiations.
- 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.

7. **ADJOURNMENT**

With no further business to discuss, the meeting was adjourned at 8:20 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