



COWLITZ-WAHKIAKUM COUNCIL OF GOVERNMENTS (CWCOG)

Board of Directors ~ Regular Meeting / Hybrid

Cowlitz Public Utility District Auditorium ~ 961 12th Ave, Longview, WA 98632

Video Conferencing - Zoom

Thursday September 26, 2024 - 12:00 p.m.

MINUTES

Attendance:

General/Alternate Member Representatives

Dennis Weber, Cowlitz County

Lee Tischer, Wahkiakum County

Adam Smee, City of Kalama

Mike Karnofski, City of Kelso

MaryAlice Wallis, City of Longview

Chair David Olson, Town of Cathlamet

Special/Alternate Member Representatives

Troy Stariha, Port of Kalama

Evan Jones, Port of Longview

Jennifer Wray-Keene, Port of Woodland

Bill Hallanger, Cowlitz 2 Fire and Rescue

Jason Petrillo, Cowlitz County Fire District 5

Steve Taylor, Cowlitz County PUD

Debbie Stanley, 3 Rivers Regional Wastewater

Gene Healy, Wahkiakum PUD 1

Patti Bowen, Longview School District

Associate/Alternate Member Representatives

Scott Jorgensen, City of Rainier

Jim Seeks, Cowlitz Transit Authority

Bonnie Delaney, Kelso/Longview Chamber

Ilona Kerby, Lower Columbia CAP

Wendy Hall, Lower Columbia College

Affiliate/Alternate Member Representatives

None

Legislative Representatives

Jeff Wilson, 19th District

Other

None

Visitors

None

Staff

Bill Fashing, Executive Director

Anisa Kisamore, Administrative Director

Sean Nugent, Finance Assistant

Stacey Lane, Administrative Resource Coordinator

Megan Wirtz, Mobility Management Coordinator

Gabe Reese, Transportation Planning Technician

Sam Shogren, Community Development Planner

Rachelle Nugent, Target Zero Manager

Monica Seidl, Project Specialist

Cowlitz-Wahkiakum Council of Governments (CWCOG) ensures all compliance with Title VI of the Civil Rights Act of 1964 and Americans with Disabilities Act of 1990 by prohibiting discrimination against any person on the basis of race, color, national origin, sex, or disabilities in the provisions of benefits and services results in from its federally assisted programs and activities. For questions regarding CWCOG's Title VI Program, you may contact the Department's Title VI Coordinator at 360-577-3041. If you need special accommodations to participate in this meeting, please call us at 360-577-3041 by 10:00 a.m. three days prior to the meeting.

1. Call to Order

Chair David Olson called the meeting to order at 12:08 p.m.

2. Roll Call

A quorum was present.

3. Public Comment

None

4. Consent Agenda

A. August 22, 2024, Minutes

B. August 2024 Expenditures

All Consent Agenda items including August 22, 2024, regular Board of Directors' meeting minutes and the August 2024 expenditures in the amount of \$179,154.10 were considered as a single action item.

Motion: Bill Hallanger moved to approve the consent agenda as presented. Motion was seconded and approved.

5. Action Items

A. Resolution 24-15: Employer Health Benefit Premium Contribution 2025

Bill Fashing reminded the Board that this is the employer's contribution towards the employees' health insurance package each month. This is the most that COG will spend per employee per month. Many employees do not draw the full amount based on their package choices. The amount was kept at the same rate between 2023 and 2024. Upon review at their August meeting, the Executive Committee is making a recommendation to the Board to increase the amount from \$1,900.00 to \$1,950.00.

Motion: Troy Stariha moved to approve Resolution 24-15 Employer Health Benefit Premium Contribution in the amount of \$1,950.00 for 2025 as presented. The motion was seconded and approved.

B. Resolution 24-14: Safe Streets for All – Vision Zero Action Plan Goal

Bill Fashing informed the Board that this action item is a part of the Comprehensive Safety Action Planning process the agency has been working on with Cowlitz County, its cities, and the City of Rainier. Federal requirements guiding the planning process require the lead agency to include a vision zero goal and timeline. The recommended goal is to decrease fatal and serious injuries by 30% by 2030, by 60% by 2036, and to be down to zero by 2042. The resolution was presented to the Executive Committee in August where they voted to recommend it to the Board for passage.

Motion: Mike Karnofski moved to adopt Resolution 24-14 Safe Streets for All – Vision Zero Plan Goal as presented. The motion was seconded and approved.

C. Resolution 24-19: Metropolitan/Regional Transportation Improvement Program

Gabe Reese reviewed the Metropolitan/Regional Transportation Improvement Program (M/RTIP) requirements adding that all comments received during the public comment period would be addressed in the final version. It was noted that the Southwest Regional Transportation Planning Organization (SWRTPO) Board approved the plan at their meeting in September. The final plan will be submitted to Washington State Department of Transportation (WSDOT) and Oregon Department of Transportation (ODOT) for inclusion in their Statewide Transportation Improvement Programs.

Motion: Adam Smee moved to adopt Resolution 24-19 M/RTIP as presented. The motion was seconded and approved.

D. Resolution 24-20: Revolving Loan Fund Recertification

Bill Fashing reminded the Board what the Longview Legacy Revolving Loan Fund is and that it requires recertification each year per the standing loan administration plan. He noted that the City of Longview will remain the lead agency on the project and CWCOG will continue to assist.

Motion: Bill Hallanger moved to approve the Revolving Loan Fund Recertification as presented. The motion was seconded and approved.

E. STBG Funding Award Scope of Work Revision – Longview Columbia Heights Road

Bill Fashing noted that the revision is for a previously awarded Surface Transportation Block Grant (STBG) project for the City of Longview’s Columbia Heights Road. The requested change in scope is due to modifications made to the initial project plan to reduce costs anticipated by unforeseen complexities. The final engineering approach includes lessening the width of the sidewalks and lanes resulting in a reduction in the number of required retaining walls to ensure that the project remains within the approved budget.

Motion: Jennifer Wray-Keene moved to approve the STBG Funding Award Scope of Work Revision as presented. The motion was seconded and approved.

6. Information Items

A. Office Relocation Update

Bill Fashing reported that CWCOG’s legal counsel is reviewing a draft lease to send to potential landlords this week. It was mentioned that the site allows for future growth possibilities with first right of refusal if current owners wish to sell.

B. Financial Report – Quarter 2, 2024

Bill Fashing noted on the report included in the packet that a few items were above the 50% budgetary capacity. These amounts were expected due to annual subscriptions and insurance being paid at the beginning of the year. He mentioned that these budgetary line items will balance out by the end of the year.

7. Executive Director’s Report

Bill Fashing turned the floor over to Ilona Kirby, Director of the Lower Columbia Community Action Program (CAP). She shared that CAP is hosting a poverty simulation event on October 10 and encouraged members of the Board to attend and share the provided flyer with their agencies.

Bill Fashing gave an update on the most recent Lower Columbia Investment Network (LCIN) event and mentioned that another one will be scheduled soon. He also mentioned that CWCOG staff is working on a grant application for the Environmental Protection Agency for Brownfields work. He informed the board that the Spirit Lake/Toutle-Cowlitz River Collaborative is working on a request to the governor to have the project included in the state budget.

8. Executive Committee Report

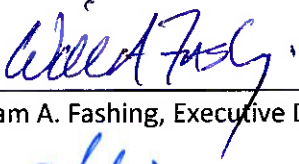
The Executive Committee Regular Meeting Minutes for July 25, 2024, were included in the board packet for review.

9. Other Business

Senator Jeff Wilson provided a legislative update and encouraged the Board to continue to reach out to him and other legislators to aid in requests and provide support for projects.

10. Adjourn

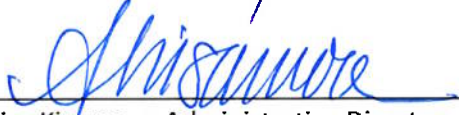
There being no further business, David Olson adjourned the meeting at 1:00 p.m.



William A. Fashing, Executive Director



David Olson, Chair



Anisa Kisamore, Administrative Director