

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 October 24, 2024 - 12:00 p.m.

MINUTES

Attendance:

General/Alternate Member Representatives

Dennis Weber, Cowlitz County
Lee Tischer, Wahkiakum County
Paul Helenberg, City of Castle Rock
Adam Smee, City of Kalama

Andrew Hamilton, City of Kelso
MaryAlice Wallis, City of Longview
Chair David Olson, Town of Cathlamet

Special/Alternate Member Representatives

Troy Stariha, Port of Kalama
Scott Anderson, Port of Wahkiakum 1
Todd Souvenir, Port of Wahkiakum 1
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
Gene Healy, Wahkiakum PUD 1
Debbie Stanley, 3 Rivers Regional Wastewater
Chris Fritsch, Castle Rock School District
Asha Riley, Woodland School District

Associate/Alternate Member Representatives

Scott Jorgensen, City of Rainier
Paul Langer, City of Rainier
Jim Seeks, Cowlitz Transit Authority

Ilona Kerby, Lower Columbia CAP
Wendy Hall, Lower Columbia College

Affiliate/Alternate Member Representatives

Teresa Stedman, City of Washougal

Legislative Representatives

None

Other

None

Visitors

None

Staff

Bill Fashing, Executive Director
Anisa Kisamore, Administrative Director
Sean Nugent, Finance Assistant

Rachelle Nugent, Target Zero Manager
Stacey Lane, Administrative Resource Coordinator
Robert Stevens, Transportation Planner

1. Call to Order

Chair David Olson called the meeting to order at 12:03 p.m.

2. Roll Call

A quorum was present.

3. Public Comment

None

4. Consent Agenda

A. September 26, 2024 Regular Meeting Minutes

B. September 2024 Expenditures

C. October Lease Expenditure

All Consent Agenda items including September 26, 2024, regular Board of Directors' meeting minutes, the September 2024 expenditures in the amount of \$196,199.59, and the October Lease Expenditure in the amount of \$5,350.00 were considered as a single action item. Bill Fashing noted that there was a correction to the minutes on item 5A changing the date from 2040 to 2042.

Motion: Bill Hallanger moved to approve the consent agenda with the revision to the minutes. Motion was seconded and approved.

5. Action Items

A. Resolution 24-21: 2024 Budget Amendment

Bill Fashing gave an overview of the amendments to the budget and requested approval of Resolution 24-21 amending the 2024 Budget by an aggregate total increase of \$582, 508.

Motion: MaryAlice Wallis moved to approve Resolution 24-21 2024 Budget Amendment as presented. The motion was seconded and approved.

B. Resolution 24-22: 2025 Budget

Bill Fashing requested, after review and recommendation by the Executive Committee, approval of Resolution 24-22 CWCOG 2025 Annual Budget in the amount of \$1,735,000.

Motion: Steve Taylor moved to adopt Resolution 24-22 CWCOG 2025 Annual Budget as presented. The motion was seconded and approved. Dennis Weber of Cowlitz County abstained.

C. Resolution 24-23: Disposition of Depreciated/Surplus Capital Equipment

Bill Fashing requested approval of Resolution 24-23 to deem listed equipment as surplus and appropriate for disposal in accordance with RCW 36.341.010.

Motion: Gene Healy moved to adopt Resolution 24-23 Disposition of Depreciated/Surplus Capital Goods as presented. The motion was seconded and approved.

D. Resolution 24-24: Oregon Surface Transportation Block Grant – Rainier OR

Robert Stevens gave an overview of the Surface Transportation Block Grant program and reminded the Board that any selected project must be included in the list of eligible activities. The City of Rainier's was the only application submitted during the call for projects. After thorough review of the application and eligibility requirements, staff is requesting approval of Resolution 24-24.

Motion: Gene Healy moved to approve Resolution 24-24 Oregon Surface Transportation Block Grant Project Selection as presented. The motion was seconded and approved.

E. Appointment of the Nominating Committee

Bill Fashing requested approval of the 2024 Nominating Committee for 2025 Officers and open committee positions. Nominations included Mike Karnofski, Troy Stariha, Dennis Weber, and Lee Tischer.

Motion: Bill Hallanger moved to approve the Nominating Committee as presented. The motion was seconded and approved.

F. Letter of Support: Reauthorization of the Economic Development Administration (EDA)

Bill Fashing reminded the Board that the CWCOG is a designated Economic Development District and requested approval for the letter of support that was drafted by the National Association of Development Organizations in support of the EDA reauthorization.

It was suggested that staff reach out to the state representatives in Oregon to include them in the efforts.

Motion: MaryAlice Wallis moved to approve the Letter of Support as presented and to have staff contact the representatives in Oregon. The motion was seconded and approved.

6. Information Items

A. Office Relocation Update

Bill Fashing reported that the new office space has been secured and staff will be vacating their current building by the middle of the month. Staff will work remotely until the beginning of January when they are able to occupy the new space.

B. Target Zero Update

This agenda item was tabled for a future meeting.

C. Financial Report – Quarter 3, 2024

Bill Fashing noted that things were financially on track for the time of year. It was mentioned that the operation revenues were down, but this is due to billing items that will be received during the fourth quarter.

D. Letters of Support

Wahkiakum Chamber of Commerce – Wahkiakum-Westport Ferry Centennial Celebration

Letters of Support are authored and submitted in support of area projects prior to board review if the projects are listed in or fall under strategic policy within one of the various transportation or economic development plans or programs previously reviewed and approved by the Board. All projects listed qualify as such.

7. Executive Director's Report

Bill Fashing stated that due to the meeting's time constraints, he would put his report in writing and send it to the Board within the next few days.

8. Executive Committee Report

The Executive Committee Regular Meeting Minutes for August 22, 2024 and the Special Meeting Minutes for September 11, 2024 were provided to the Board in the agenda packet for review.

9. Other Business

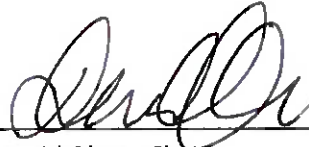
Steve Taylor mentioned that he provided a informational handout on the solar power study that is being conducted by the Cowlitz PUD.

10. Adjourn

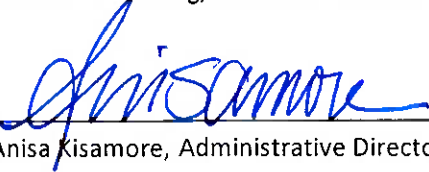
There being no further business, David Olson adjourned the meeting at 1:03 p.m.



William A. Fashing, Executive Director



David Olson, Chair



Anisa Kisamore, Administrative Director