

**Town of Coupeville
Regular Council Meeting
Tuesday, August 28, 2007
6:30 p.m.**

COUNCILMEMBERS PRESENT: Mayor Nancy Conard, Councilmembers Dianne Binder, Marshall Bronson, Bob Clay, Molly Hughes, and Jim Phay.

STAFF PRESENT: Public Works Director Malcolm Bishop, Town Marshal Dave Penrod, Clerk-Treasurer Judy Thomas

APPROVAL OF MINUTES

The minutes of the regular meeting of August 14, 2007 were approved as submitted.

MAYOR'S REPORT

- Mayor Conard reported on the Town's Historic Preservation Plan. In 1997 the Town and NPS engaged a consultant to write a Historic Preservation Plan. The document, completed in 1999, has three sections.

The first section tells the story of how the town has developed and changed physically over the past 150 years. This history is summarized in the Blue Book. The Blue Book has been distributed in the community several times at neighborhood meetings, and additional copies are available from town hall.

The second section included an extensive review of each neighborhood, citing the important features that make each one a distinct reflection of its own history, whether from the 1890's or the 1980s. This neighborhood analysis formed the basis for later development of design standards and guidelines. The third section included preservation goals and policies, which were incorporated into the Town's comprehensive plan. We actually added one chapter or element to the plan, on Historic Preservation, and those goals and policies have been applied to projects ever since.

In addition, a demolition ordinance was adopted by the Town in 2001.

A second task undertaken by the NPS was the development of revised design guidelines.

The current design standards in Town Code were established in 1995. However, the second project expanded these standards, and also proposes design standards for each of the identified neighborhoods. It is this project which has been worked on by Larry Cort.

The draft design guidelines and standards are nearly complete, and are being formatted now. We intend to distribute it to the Design Review Board on September 10, and they will review the draft at their September meeting. We will also post the draft on our web site on that date.

Following the initial review by the Design Review Board we will schedule a community meeting to discuss the proposed draft, accept informal input, and then take it through the Planning Commission and Town Council. When adopted, the Design Standards and Guidelines document will replace the existing code. The document is being prepared as a standalone reference guide.

- She met earlier today with representatives from Island County Conservation District, Puget Sound Action Team, Marine Resource Committee, WSU Extension and the Department of Ecology to share information on educating staff and developers on low impact development. They discussed developing an educational certification program for builders who learn about low impact development techniques.

- Last week, she attended the Keystone Ferry Advisory Group meeting and they are working with Washington State Ferries to develop a proposal for Steel Electric Ferries, to submit to the State Legislature in January.
- She spoke about the new bench on the Front Street Observation Deck that was built by Jim Short.
- She has been working with the Coupeville School District to issue a temporary occupancy permit for the new high school, so they can open for classes on September 4, 2007.

AUDIENCE INPUT

Gordon Burton, Coupeville, noted that it was good to see the Town's website up and running and that it looks good. Mayor Conard responded that there are ongoing updates to include a 'how to' informational page, and links to other websites; and she asked that if you have a suggestion for something to add to the website to send her an email.

NEW BUSINESS

Approval of August Claims Vouchers and July Payroll - *Staff recommends approval of claims vouchers/warrants #19922 through #20113 for \$161,335.72; and July payroll warrants #11625 through #11661 for \$100,732.63.*

Council Action: A motion was made by Councilmember Hughes, second by Councilmember Binder, to approve the August 28, 2007 claims vouchers/warrants 19922 through #20113 for \$161,335.72; and July payroll warrants #11625 through #11661 for \$100,732.63. The motion passed 5-0.

STAFF REPORTS

Ms. Thomas submitted a written report and added that a special event permit for the Group Health MS Bike Tour was mailed today. This permit did not require Council approval because there are no streets closures. The applicant anticipates approximately 1,700 participants to be cycling through Town on September 8th, and she wanted to let them know about that event.

Marshal Penrod discussed the Marshal's Office Activity Report. He was pleased with how well the Coupeville Arts and Crafts Festival went this year and the Festival Association was pleased with the police services provided. He reported on a lost, 7-year old boy, last Wednesday, and what measures were taken to locate him and return him to his mother. Mayor Conard commended Marshal Penrod on his quick thinking and his efforts were nicely executed.

Mr. Bishop reported that the Front Street Lift Station project has been split into two phases and the first phase (mostly electrical work) will have the bid opening on September 11th with the work being done by the end of November; the second phase is the collection portion including sewer mains on Front street, and that work will be done in January and February 2008. The wastewater treatment plant was recently inspected by the Department of Ecology and Department of Health and good reports were received from both. Utility work on Third and Fourth Streets is almost done and pavement overlay will begin on Third Street in the next couple weeks. Mayor Conard added that pavement cuts have been made along Coveland for sidewalks.

COUNCIL REPORTS

Councilmember Hughes spoke about the Chamber of Commerce calendars for 2008, and the theme for this calendar is the Lovejoy buildings in Coupeville. She noted the July food drive

'Freedom from Hunger' was a huge success. The Lions Club barbeque will be held at the Town Park on Sunday, September 9th, with the free concert.

Councilmember Binder explained that the Chamber of Commerce Local Affairs Committee has completed the informational publication *Coupeville A-Z*, which has everything you want to know about Coupeville. The Island County Joint Tourism Committee is working on their 2008 budget.

Councilmember Bronson explained that Ebey's Trust Reserve is planning to have a three-lecture series with Reed Jarvis, who will discuss the vision behind the Ebey's Landing National Historical Reserve.

Councilmember Clay explained that the focus of Island Transit is to finish the station on Camano Island and they are working on Park & Ride lots, including the one in Coupeville. The Law and Justice Committee is looking at where to focus their energy and Island County Sheriff Brown is looking at changing the direction of the meth education team. He added that he has joined the Keystone Ferry Advisory Group and will be involved with that program.

Councilmember Phay commended all involved in this year's Arts and Crafts Festival and felt that it came together beautifully.

RECESS: Mayor Conard called for a recess at 7:27 p.m. and reconvened to regular session at 7:35 p.m.

DISCUSSION

Stormwater and Reclaimed Water

Mayor Conard explained that, as she'd discussed at a previous Council meeting, a proposal to develop a stormwater collection system that routed stormwater to Ebey's Prairie and made it available for irrigation of farmland. Council had previously agreed to spend up to \$10,000 towards investigating the stormwater issue. She spoke with Marshall English, a retired professor from Oregon State University, and a professional in the field of using irrigation, and he is very interested in being on a steering committee to develop this type of program.

There are a couple of grant programs available for which a project like this may be eligible for funding and Mayor Conard would like to develop an application for a grant to conduct a feasibility study. The study would include a calculation of the potential stormwater available, a calculation of the farmland area that might benefit from irrigation, and a study of the standards and regulations regarding the safe reuse of stormwater for application to crops. And she hopes to have an initial design of the system developed.

She added that Scott Harbour wrote a paper on the potential of using reclaimed water from the Wastewater Treatment Plant for farmland irrigation. This project has been discussed with representatives from Ebey's Reserve, National Park Service and area farmers. This project may also be eligible for grant funding and she would like to submit an application for funds to conduct a feasibility study for this project, too.

She discussed the benefits of bringing stormwater and reclaimed water to the prairie and whether both feasibility studies should be done at the same time. The cost for reclaimed water would be greater than stormwater because it would have to be pumped over the hill to the prairie. She recommended Rex Porter to write the grants for the feasibility studies and estimates \$6,500 to \$8,500 for him to write both grants. Council consensus was to include \$8,500 for a grant writer in the 2007 Budget Revision.

Al Sherman was excited about using reclaimed water that would increase the yield of crops.

Mayor Conard discussed the possibility of having Rex Porter (if he has the time) write a grant to fund an educational project on low impact development, to educate staff and developers. She added that if we get the grants, the Town will contract with consultants to prepare the feasibility studies.

ADJOURNMENT - 8:11 p.m.

Respectfully Submitted:

MAYOR:

Judy A. Thomas, Clerk Treasurer

Nancy Conard, Mayor