

**Town of Coupeville**  
**Regular Council Meeting**  
**Tuesday, September 11, 2007**  
**6:30 p.m.**

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

**STAFF PRESENT:** Clerk Treasurer Judy Thomas

Mayor Conard led in the pledge of allegiance and asked for a moment of silence in remembrance of September 11, 2001.

**APPROVAL OF MINUTES**

The minutes of the regular meeting of August 28, 2007 were approved, as submitted.

**ADDITIONS TO THE AGENDA**

Mayor Conard asked that an executive session be added at the end of the meeting for approximately 30 minutes to discuss personnel issue and potential property acquisition, with no action to follow.

**MAYOR'S REPORT**

- Mayor Conard met with Karen Bishop, Whidbey Island Conservation District (WICD) today and they did a walk-around-Town to identify possible demonstration project sites for low impact development. They met with Jan Wood and looked at the entrance to the Coupeville Wharf, which needs some improvements to make it more handicap accessible and replace the current gravel. They discussed removing the gravel (which is so hard packed that it is no longer pervious) by removing the current gravel and rebuilding the base and using a variety of pervious materials; and re-channeling stormwater into a rain garden. She is looking into getting a grant for training staff and developers on low impact development.
- She discussed composting programs to deal with bio-solid disposal and how effective it has been in Langley; and would like to explore a composting program for Coupeville.
- She met with Rex Porter, who is working with the Department of Ecology to get a grant for stormwater and reclaimed water. She attended a meeting of the Water Resource Advisory Committee and received a letter of support for the grant that Rex Porter is writing.
- U. S. Senator Patty Murray will be visiting Ebey's Reserve this Friday, September 14<sup>th</sup>, and Mayor Conard has been invited to meet with her to discuss stormwater reclamation for farm irrigation.
- A representative for Rick Larsen will be in Coupeville in two weeks to touch base on local issues.
- She has been working with Mark Preiss on technical support for the Design Review Board and historic resource education. She and Larry Kwarsick met with a committee from Ebey's Reserve to discuss current applications of the Design Review Board. The committee included representatives Mark Preiss (Ebey's Reserve Director), Hank Florence (National Park Service historical architect), and Jon Roberts (a general contractor who has several years experience with building within the historic reserve). Currently, this group meets once per month and can review applications before they are submitted to the Design Review Board.

- The owner of the historic barn at 9th and Kinney expressed concerns about a need to shore-up the building. She is working with Mark Preiss on this issue. It may be eligible for funding under the Heritage Barn program.
- Copies of the Design Standards and Guidelines (Draft of 9/10/07) are available. The Design Review Board will review the document at their next meeting on September 18<sup>th</sup>. Then there will be a process for community input developed. This document augments standards already in place and sets standards for any new construction that would be subject to these guidelines. The document is also available on the Town's website.
- There have been several meetings of the Library Board and Sno-Isle Libraries regarding expansion of the Coupeville Library. They are considering creating a library tax district as a means to fund the project at the current location. The Library Board will make a presentation at a future meeting.
- She met with Mary Alice Sterling to discuss concerns of the Coupeville Waterfront Historic District, which included the need for more parking. They discussed the demolition of the Johnson Building and possibly making that into a parking lot. She suggested a workshop in January to explore options.
- Ryan Goodman and Malcolm Bishop submitted a grant application to the Small Cities Preservation Program, for sidewalk replacement along the north side of Front Street.
- Improvements to the Rec Hall are being done in the next couple weeks; beginning with refinishing the hardwood floors with a Swedish finish (work began September 10<sup>th</sup>); and painting the exterior of the building will begin tomorrow with colors which were recommended by the Parks and Rec Board and approved by the Design Review Board. In a discussion with Karen Bishop about upgrading the Rec Hall Kitchen, Karen suggested a commercial kitchen be designed so that it could be used by the agriculture community and as such, may be eligible for an agriculture grant.
- She will meet with Doug Bishop from Whidbey General Hospital (WGH) on September 13<sup>th</sup> to discuss options to deal with icy conditions in the hospital parking lot; and they would like the lot sanded and or snow plowed by town staff when sanding and plowing icy streets. Joe Black suggested WGH purchase a second plow attachment to be used for plowing the hospital parking lot.
- The Morris Dancers, a Celtic Dance troupe, will be performing on Front Street on September 22<sup>nd</sup>.
- The bids for the Front Street Lift Station Phase 1 were opened today and the engineers are working on the bid tabulation for that bid. The engineers are working to get Phase II out to bid.

### **AUDIENCE INPUT**

John Kohlmann, Coupeville, spoke about a low impact class he attended a few years ago which was taught by Washington State University and suggested the Town contract with them to do the low impact development training. He spoke about efforts by owners of the Morris Farm to upgrade to a commercial kitchen which didn't work out and didn't think it was feasible for the Rec Hall kitchen. He asked if the County was paying part of the cost for the stormwater project. Mayor Conard responded that our primary purpose with stormwater is to not have to treat the stormwater.

Doug McFadyen, Coupeville, manager of Coveland Village (located on the corner of Coveland and Alexander) expressed concerns about the gas pumps at the gas station adjacent to Coveland Village. He noted that the pumps are unattended and there is spillage from pumping gas. Coveland Village has significant ground contamination that they have been working on for years

but he was concerned that the gas station may be contributing to their contamination. He added that the spillage may be going into the storm drains and that the gas pumps are located on Town property. Mayor Conard responded that she will refer this matter to the Town Engineer.

Gordon Burton, Coupeville, asked about the lack of water pressure on Parker Road. Mayor Conard responded that the water pressure on Parker Road is not below legal levels and it is on the list of projects that need attention, but it is not at the top of the list. A pressure station for Pennington hill is the next pressure issue to be addressed.

### **NEW BUSINESS**

**2008 Budget Policies** - *Staff recommends a motion to adopt the 2008 Budget Policies as a guideline to prepare the 2008 budget.*

Mayor Conard explained the budget policies are the same as those of 2007, except the year has been changed. On the 2008 Budget Calendar, Council agreed to set the budget workshop for October 30<sup>th</sup> at 5:30 p.m. (Also, the date of November 2 will change to October 30 - Mayor provides Council with current information on Budget.)

**Council Action:** A motion was made by Councilmember Bronson, second by Councilmember Binder, to approve the 2008 Budget Policies as submitted in Staff Report; and set the workshop date for Tuesday, October 30, 2007, at 5:30 p.m. The motion passed 5-0.

### **DISCUSSION - 2007 Budget Revision**

Mayor Conard provided copies of the proposed 2007 Budget Revision - September 11, 2007; and explained line-by-line each of the proposed changes, and discussed with Council any questions that arose. She explained the proposal to implement the Climate Protection/Sustainability Program and the grant agreement with WSU Island County Extension. This program began with the 2006 ICLEI Study in which recommendations were made based on that study. Council agreed that this was a program that needs to be done. The total cost is estimated at \$42,100, but she expects that a grant for \$10,000 will reduce the Town's cost to \$32,100.

She explained the item under Planning - Professional Services for Ebey's Reserve Tech Support which would include technical assistance from Ebey's Reserve on Design Review Board applications.

John Kohlmann asked if the climate control item was mandated by the State. Mayor Conard explained that it was not State mandated.

### **EXECUTIVE SESSION**

Mayor Conard called for executive session for approximately 30 minutes to discuss personnel issue and potential property acquisition. Mayor Conard, Councilmembers Binder, Bronson, Clay, Hughes and Phay recessed to executive session at 8:23 p.m. and reconvened to regular session at 9:01 p.m. No action was taken.

**ADJOURNMENT** - 9:01 p.m.

Respectfully Submitted:

MAYOR:

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Judy A. Thomas, Clerk Treasurer

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Nancy Conard, Mayor