

**Town of Coupeville  
Regular Council Meeting  
Tuesday, March 11, 2008  
6:30 p.m.**

**PRESENT:** Mayor Nancy Conard, Councilmembers Dianne Binder, Bob Clay, Ann Dannhauer, Molly Hughes, and Jim Phay.

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

**Mayor Conard noted that they were not able to discuss all items on the Council Workshop agenda on March 7th; and would like to convene to a workshop session at the end of this meeting. She added that the public is welcome to stay for the workshop but there will be no public input or action taken at the workshop.**

**APPROVAL OF MINUTES**

The minutes of the regular meeting of February 26, 2008, were approved with two corrections as follows: 1) Page 4, second paragraph under Council Reports, after first sentence add: ‘She also attended the People for Puget Sound meeting on February 21st.’; 2) Page 5, fifth paragraph, last sentence should read, “... needs to get the committee together to flush flesh this thing out.”

**MAYOR’S REPORT**

- Mayor Conard gave Council a copy of a draft resolution on sustainable communities. She asked Council to review the draft resolution and bring comments back to the March 25th Council meeting as this will be a discussion item on that agenda. The City Councils of Langley and Oak Harbor will also be reviewing and bringing comments to the Council of Governments. Three areas the Council of Governments wants to focus on are affordable housing, sustainable communities and emergency preparedness.
- She met with representatives of Sno-Isle Regional Library Board and they would like to present the proposed resolution to Council at the March 25th Council meeting and answer questions; then the final resolution will come to Council on April 8th.
- She discussed the Special Event Permit application for the Boy Scout Jamboree to be held on Saturday, March 15th. The jamboree will be held in the Peaceful Valley open field behind the Post Office and they will be using the south side of the municipal parking lot for the fire pit (for cooking).
- She spoke about the Small City Resource Manual - A guide for Washington’s small cities and towns. She noted that the manual has a smattering of information about many, many topics and references the resources to find out more, i.e. RCW or WAC or MRSC.

**AUDIENCE INPUT**

Jack McPherson, Coupeville, commended the Mayor and Council on what a great job they are doing. He spoke about the great trails around town and suggested installing signs to make others aware of the trail system.

Katherine Moulton, Coupeville, suggested directional signs to the municipal parking lot be placed around town so people from out-of-town will be able to find, and use the lot.

Peggy Burton, Coupeville, expressed concerns about the noxious weed, scotch broom, which is growing in and around Coupeville and Whidbey Island. It is an aggressive plant that displaces native plant species. She has discussed the problem with Island County but they have no funding allocated to address the issue. She explained that it takes a special tool to remove it, which she and Gordon have, and they will be working to remove it along the roadside. Mayor Conard responded that it is generous for them to do this and to let us know where it is so we can send out our guys to work on the removal of it. Ms. Burton added that once it is cut it needs to be double bagged and Island Disposal will take it, at no charge.

## **PRESENTATION**

### **Update on Neighborhood Emergency Team (NET)**

Eve Parrish, NET Coordinator, explained that NET was started by Mayor Conard in May 2007; and the mission of the group is to develop a group of citizens available to help in Coupeville during times of disaster or emergency; that is neighborhood focused. NET is a group of approximately 20 members living in all five Coupeville neighborhoods (Madrona, Prairie, Old Town, Pennington, and Parker). Many NET members have had CERT (Community Emergency Response Team) training; to help first responders in fire prevention and some suppression. Collectively, NET people have practical skills and knowledge that will be useful in helping their neighborhoods deal with emergencies.

Ms. Parrish discussed the NET projects: 1) Deliver emergency preparedness information to each home in Coupeville (approximately 700 homes) - *Nearly completed*; 2) Develop database of citizens with special needs and/or offering skills and resources during an emergency - *Over 120 responses received from January 31st utility bill mailing. These will be entered into the database for use by Town authorities.* 3) Start a COAD (Community Organizations Active in Disaster) for Coupeville, to organize key resources of the Town for cooperation during emergencies - *Kick-off meeting with COAD expert on Thursday, March 13th at 2:00 pm at the Methodist Church.* 4) Get NET people trained in Advanced First Aid, radio communication and other useful topics. 5) Develop a NET sub-team to operate a Town respite shelter. 6) Stage a "preparedness event" "Coupeville, Are You Ready?" as part of the Uniquely Whidbey Trade Fair in October 2009.

### **Beachwatchers presentation on proposed marine education center at the Wharf**

Graham Johnson explained that he has been involved with the WSU Beachwatchers program for the past few years and has taken an interest in what is being done at the Coupeville Wharf. In the spring of 2007 they worked with the Port of Coupeville to create an exhibit that focuses on the history of the Orcas, particularly the capture of the Orcas in the 1970's in Penn Cove; how we have changed our outlook and attitudes toward killer whales and efforts that are being made to preserve their populations. He noted that the Port has developed a 20-year comprehensive plan and he introduced Jim Patton, Port of Coupeville Executive Director. He showed a video about the Port of Coupeville, in which Jim Patton explained the purpose of the Port of Coupeville and their role in economic development and protecting the environment of Penn Cove. He mentioned the marine mammal skeleton exhibits located in the breezeway of the Coupeville Wharf and the

history of the Port. The Port has been working with WSU Beachwatchers to provide engaging interpretive displays to help the public understand the significance of marine life.

Mr. Johnson explained that they are working to progressively change the use of a portion of the Wharf to a marine education center. WSU Beachwatchers has been asked by the Port of Coupeville, to draft a basic plan for transitioning the Wharf from its current retail/rental configuration to a center for marine oriented science and education; which is why they came to this meeting to get input from the Town Council. They are gathering information from all organizations and citizens in the area to create a community vision. He asked Council members what they would like to see at the Wharf.

Mayor Conard talked about the Friday Harbor Whale Museum and was interested in an interactive center.

Councilmember Binder talked about what she'd heard from tourists and what they'd enjoyed at the Wharf, like the whale skeletons and underwater camera and seeing what is in the water in Penn Cove.

Councilmember Phay would like to see a big fish tank with all the local fish and crustaceans that live in Penn Cove.

Councilmember Clay hoped that there would be efforts to protect the marine environment and saving Penn Cove; and he hopes that something is done to include its historical significance as it is an historical building, in an area where history abounds, and it is within a National Park.

Councilmember Hughes spoke about trips she'd enjoyed to the Seattle aquarium and the big open tanks and being able to handle the starfish; and suggested an education piece on Penn Cove mussel farming, which is unique to Penn Cove.

Councilmember Dannhauer talked about the marine science center in Port Townsend and being able to see the marine life on the shore.

Mr. Johnson spoke about who will come here and would like to have conferences here; a place for people to come and study. Councilmember Hughes added that Au Sable Institute may be a good organization to partner with.

Mr. Johnson discussed some of the challenges that the Port will come across, such as funding and space. Regarding the displacing of businesses, he explained that they plan to 'progressively' change; maybe as space becomes available such as leases terminate. He added that it is very difficult for retail businesses to be successful on the Wharf, particularly during the winter months.

Councilmember Clay expressed concern that there are people who believe that the purpose of a port district is to provide economic energy and economic incentives for the community. He was not sure that education was an economic driver and may not be the purpose of a port district; and the Port should be prepared to answer that question.

Councilmember Dannhauer commented that Penn Cove is not appropriate for big, water dependent industry.

Mr. Johnson thanked Council for the opportunity to get their input and asked that, as they receive comments to please forward them on to him.

### **NEW BUSINESS**

**Approval of the Special Event Permit Application for the Memorial Day Parade on May 24, 2008** - *Staff recommends approval of the special event permit application.*

Mayor Conard explained that this application is for the Memorial Day parade on Saturday, May 24th. This will not be an all-out street closure, but there will be some re-routing of traffic. Marshal Penrod met with the Chamber committee and recommends approval by the Council.

Marshal Penrod explained that the 'rolling closure' will be the same as last year and the Chamber has about 45 military volunteers who will be assisting with the parade.

**Council Action:** A motion was made by Councilmember Hughes, second by Councilmember Clay, to approve the Special Event Permit Application for the Memorial Day Parade on May 24, 2008. The motion passed 5-0.

### **Approve contract with Rex Porter for Grant Administration (Reclaimed Water Grant)**

Mayor Conard explained that the contract with Porter Group is to manage and coordinate activities between the Town, Department of Ecology, our partners with Island County and Whidbey Island Conservation District, and the engineering consultants who will conduct the feasibility study, funded by the grant.

**Council Action:** A motion was made by Councilmember Clay, second by Councilmember Hughes, to approve the professional services agreement with Porter Group LLC for consulting services regarding the Department of Ecology Grant for Reclaimed Water, for an amount not to exceed \$24,480. The motion passed 5-0.

Mayor Conard explained that the business portion of the meeting was completed; there will be a short recess, then Council will reconvene in a workshop session to complete discussion items not covered at the March 7th Council Workshop.

Mayor Conard called for a recess at 7:45 pm. Mayor and Council reconvened to the Council Workshop at 7:58 pm.

### **COUNCIL WORKSHOP** (continued from March 7, 2008)

#### **Major Work Projects for 2008** – continued

Mayor and Council continued discussion on the following, listing the Task and which department will be leading that project:

**Current Projects:** Design Guidelines and partnering with National Park Service (Ebey's Reserve); Capital Improvements Plan (Mayor/Planner) update to be completed prior to 2009 budget preparation; Sale of the old Fire Hall (Mayor/Planner); Climate Protection Plan

(Mayor/Planner); Low Impact Development (LID) Tech Specs Grant (Public Works) will be working to customize the LID manual to fit Coupeville; NPS Permit for Stormwater (Planner/Engineer) for a pond on the east side of Coupe's Village; Tree Program (Councilmember Clay/Planner); Peaceful Valley Detention Pond (Planner/Engineer); Sign Compliance (Planner); Water Plan Update (Public Works) is being worked on by George Bratton; Front Street Lot Acquisition - closed on March 6, 2008; Library Expansion - draft resolution to be discussion item at the March 25th Council meeting.

**Other Tasks:** Recycling - will be discussed at the next Council of Governments (COG) meeting; Biosolids Study with reclaimed water (Public Works/Engineer); Keystone/Pt Townsend Ferry (Mayor/Councilmember Clay) - the next partnership meeting will be March 27th in Coupeville; Historic Property Owners Education (Mayor/Ebey's); Training for Council, Planning Commission, Design Review Board (Mayor/Planner); Parking in ROW (Public Works/Planner); Downtown Parking - meeting with business owners on February 25, 2008.

Councilmember Dannhauer distributed handouts on open space and the topic was discussed.

No action was taken on any items during the workshop.

**ADJOURNMENT – 10:22 p.m.**

Respectfully Submitted:

MAYOR:

\_\_\_\_\_  
Judy A. Thomas, Clerk Treasurer

\_\_\_\_\_  
Nancy Conard, Mayor