

**Town of Coupeville
Regular Council Meeting
Tuesday, June 9, 2009
6:30 p.m.**

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

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

APPROVAL OF AGENDA:

Council Action: A motion was made by Councilmember Hughes, second by Councilmember Clay, to adopt the agenda as submitted. The motion passed 5-0.

APPROVAL OF MINUTES

The minutes of the regular meeting of May 26, 2009, were approved with one addition and a typo correction by Councilmember Dannhauer, as follows: 1) Page 2, third paragraph, add this sentence at the end of the paragraph to read, 'Councilmember Dannhauer noted that the press release on the Libbey House incorrectly stated that the Town of Coupeville is a participant of the Certified Local Government (CLG) program; but she clarified that the Town is not a CLG.'; 2) Page 4, third paragraph, last sentence should read, 'Mayor Conard noted that this is an LID site and Mr. Bishop...'. The minutes of the June 1, 2009 Council Special Meeting were approved as submitted.

MAYOR'S REPORT

- Mayor Conard received many calls about the height of the grass at the Libbey House; she has contacted the owner; who said it would be mowed within the week. The town has the ability to send out letters regarding overgrown grass which could become a fire hazard.
- She met with a representative from the US Census Bureau to discuss the 2010 census; and they will make a presentation at the Council of Governments meeting on August 26th.
- Sno-Isle Libraries is working on the purchase agreement for the library property and we expect to bring the agreement to Council in the near future.
- The Deputy Marshal's Association contract will be on the agenda for June 23rd. Council will have the opportunity to review and discuss the agreement at the June 16th Council Workshop.
- Last weekend she participated with the Coupeville team in the Relay for Life cancer walk in Oak Harbor. The Coupeville team came in 7th in donations, raising between \$4,000 and \$5,000; and bringing 102 luminary bags for placement around the track.
- She commended Malcolm Bishop and Larry Smith on receiving their certifications as Low Impact Development (LID) specialists; attending several training classes and successfully completing the certification exam.
- The NET (Neighborhood Emergency Team) met earlier today and recapped what they have been doing since 2007; and they are currently working on a newsletter to the community.
- All attendees to NLC Green Cities Conference received USB memory sticks of the conference handouts, instead of paper handouts.
- She noted the two topics that will be discussed at the June 16, 2009 Council Workshop will be the proposed amendments to the Comprehensive Plan and Town Code; and the draft Deputy Marshal's agreement. There is quite a list of code amendments and will require more than one workshop. There will be public hearings before Council approves amendments.

- Updates on some major projects: 1) Johnson building demolition - We had a survey done on the building that determined that there was asbestos in the building; and the contractor will have to remove it prior to demolition. The Coupeville Historic Waterfront Association suggested the demolition be done after the first weekend in August. The Port of Coupeville (Port) would like to have some of the siding from the building. Mayor Conard suggested we go to bid now and the Port could have access Aug 3rd to the 31st, then the contractor could begin demolition on September 1st. Councilmember Hughes suggested demolition be done and completely cleaned up before Labor Day weekend, or wait until after Labor Day weekend; and Mayor Conard agreed that demolition should start after Labor Day weekend.
- 2) Stimulus funds for Front Street overlay project - Malcolm Bishop noted that if we meet required standards, then the overlay project will occur in September. 3) South Main Street Landscaping - Although the funds are available for landscaping along South Main Street, we have not implemented this project until we could determine how it would work with the Prairie Station project; the landscaping won't happen until fall. 4) Playground equipment from Navy - The Town has the opportunity to receive some playground equipment and the equipment is in storage, and can stay there for a little while. She will meet with the Parks and Rec Commission to discuss this further; and maybe the equipment can be installed at the park at Wilkes Street. 5) Rec Hall kitchen remodel - She met with the two contractors interested in the remodel of the Rec Hall kitchen and both are willing to work around the Rec Hall use schedule. 6) Town Hall siding replacement - She has met with some contractors about the siding on Town Hall and she's working with Hank Florence to ensure that we use the right kind of siding if we need to replace it. 7) Memorandum of Understanding between the Town of Coupeville and Island County for design review guidelines was approved at a joint meeting on June 1st. The Island County Historic Reserve Commission and the Town of Coupeville's Design Review Board are working on the actual guidelines manual, and when it is ready there will be an open house and a public hearing, to allow the public to give input on the guidelines. 8) Municipal Parking Lot - The Conservation District is working on the parking lot and will meet again in about a month. 9) Telemetry - The bids on the Telemetry project came in much higher than expected and the project will need to re-bid and we hope to get that done in the next month. 10) Old Fire Hall - The Town Attorney has reviewed the sale agreement and it has been sent to the buyer, and we hope to get that done in the next few weeks.

AUDIENCE INPUT

Tom Tack, Coupeville, introduced himself and explained that he is running for Jim Phay's seat on the council. He has been married 20 years, has five sons, and his family lives in the 1874 Blowers house on North Main. He is a retired Navy captain; and was wing commodore at NAS Whidbey. He is on the Historic Reserve Commission with Island County and is very interested in serving on the Town Council. He thanked all council members for their service to the community.

NEW BUSINESS

Approve the Special Event Permit for the Coupeville Wharf Festival on June 27-28, 2009 - Staff recommendation is to approve the Special Event Permit Application for the Wharf Festival.

Council Action: A motion was made by Councilmember Clay, second by Councilmember Binder, to approve the Special Event Permit Application for the Coupeville Wharf Festival on June 27-28, 2009. The motion passed 5-0.

Approval of appointment to the Parks and Recreation Commission - Mayor recommends confirming appointment of Jill Wood to the Coupeville Parks and Recreation Commission.

Mayor Conard explained that a vacancy occurred due to Janet Enzmann's retirement. She received one application for the vacancy from Jill Wood. Ms. Wood is a civil engineer and currently works in the Island County Health Department supervising Watershed Planning, and prior to that she spent 10 years in Public Works with much time spent on trail planning. Her knowledge and experience will be a great asset to the Parks and Recreation Commission. She also has small children at home and can represent the interests of families.

Council Action: A motion was made by Councilmember Hughes, second by Councilmember Binder, to confirm the appointment of Jill Wood to the Parks and Recreation Commission, position 6, for the term ending April 9, 2012. The motion passed 5-0.

Approval of Professional Services Agreement with Ecolotree Inc. - Mayor recommends approval of contract to provide services for Phytoremediation Project

Mayor Conard explained that this contractor specializes in phytoremediation and has been recommended by a variety of parties to conduct the phytoremediation pilot project which has been discussed by the Council at previous meetings. The total amount of the contract is not to exceed \$30,000; the scope of work is described in exhibit A, and work will begin at the end of June. Mayor Conard noted that the sentence about liability needs to be added in on page 3, under insurance. She noted that Rex Porter gave a presentation, in March, on phytoremediation which is a method of treating stormwater; a process that runs the stormwater through a deep ditch, with certain types of trees planted in the ditch; and the root systems of the trees absorb toxins and filter the water.

Mayor Conard responded to Councilmember Dannhauer's question, that Rex Porter had no connection to Ecolotree. She added that there were no other proposals requested, Ecolotree, Inc. was already involved and gave a discounted price.

Council Action: A motion was made by Councilmember Clay, second by Councilmember Hughes, to approve the Professional Services Agreement with Ecolotree Inc. for consulting services related to the phytoremediation project, with the corrected language on liability language included. The motion passed 5-0.

DISCUSSION

Follow Up on Parking Lots - Councilmember Dannhauer

Councilmember Dannhauer discussed why parking lots are detrimental to walkability; on-street parking can be a buffer between pedestrians and traffic and can help reduce traffic speed. She handed out three pages of articles to Council. She discussed bicycle racks and an email she received from MRSC about how to encourage bike racks. Councilmember Hughes said that bicycle racks are an easy thing to do but was unaware of any requests. Mayor Conard asked viewers of Channel 10 to please let us know if you have any suggestions. Councilmember Dannhauer explained that a bike rack is needed at the Rec Hall and Prairie Center; they are already at the high school track, library, and museum. Mayor and Council discussed on-street parking and not sure how we could have on-street parking with the existing streets. To have on-street parking requires extremely wide streets. The Town would need to be laid out differently for on-street parking; and there are citizens in town who don't want people parking on the street. Councilmember Hughes explained that LID standards and walkability, are almost in direct conflict with each other. Council discussed and agreed that these are good ideas for new

development but doesn't really work in historic areas. Councilmember Dannhauer explained that this was just a follow-up on why parking lots are not conducive to walkability.

ADJOURNMENT: 7:30 p.m.

Respectfully Submitted:

MAYOR:

Judy A. Thomas, Clerk Treasurer

Nancy Conard, Mayor