

**Town of Coupeville
Regular Council Meeting
Tuesday, November 24, 2009
6:30 p.m.**

PRESENT: Mayor Nancy Conard, Councilmembers Dianne Binder, Bob Clay, Ann Dannhauer, Molly Hughes. Mayor Conard explained that Councilmember Phay called and may not be back in time for tonight's meeting.

Council Action: A motion was made by Councilmember Binder, second by Councilmember Clay, to excuse Councilmember Jim Phay. The motion passed 4-0.

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

APPROVAL OF AGENDA

Council Action: A motion was made by Councilmember Clay, second by Councilmember Hughes, to approve the agenda as submitted, with one change to hold off on the presentation from the Swinomish Tribe, until they arrive. The motion passed 4-0.

APPROVAL OF MINUTES

Regular Meeting of November 10, 2009

The minutes of the regular Council meeting of November 10, 2009 were approved as submitted.

MAYOR'S REPORT

- Mayor Conard explained that the Town is seeking volunteer applications for positions on the Planning Commission, Civil Service Commission, Library Board, and Parks and Recreation Commission. Interested persons should contact Judy Thomas and the applications are due on December 21st.
- A brochure on Penn Cove, '*Penn Cove... it's not as clean and pristine as it looks...*' will be included with the November 30th utility bills. It discusses the analysis that was recently done on Penn Cove, and what we can do to improve the situation.
- She attended the NW Clean Air meeting this afternoon about climate change protection; this was a tri-county collaborative meeting to share ideas, discuss projects and best practices; and looking at applying for grants for climate change protection projects.
- She attended the Washington State Ferry meeting in Clinton which included an update on vessel replacement on the new ferry and the pre-design report; and an update on the pre-design study for the reservation system.
- Saturday, December 5th is the Greening Festival with the parade, tree lighting, art walk and the shops will be open along Front Street. The Coupeville Historic Waterfront Association has 'Christmas in Coupeville' sweatshirts available for sale at the Windjammer.
- She discussed a couple letters in the Whidbey Examiner about insufficient handicapped parking on Front Street. She met with them (writers of the letters) and hopes to add a couple handicapped parking spaces in the next few weeks; and will also meet with representatives of the Coupeville Historic Waterfront Association to discuss the matter.

PRESENTATIONS**Coupeville Farmers Market Report for 2009**

Peg Tennant, Manager of the Farmers Market Board, explained that the Farmers Market had over 20% growth in vendors and gross sales over the past year; and gross sales for the season were within \$6,000 of \$300,000, for the season; produce and processing categories were up to 67%. She explained the many successes that included more partners (Coupeville Historic Waterfront Association, Gifts from the Heart Food Bank); clean inspections by the health department; and new vendors. There have been lots of referrals going on; and one of the vendors made new picnic tables for the market. She and many of the people from the Farmers Market wished to express their appreciation to the Town Council and Staff for making it such a success; and they're looking forward to being back in April. Mayor Conard congratulated them on another successful year.

Naming of the second of the two new ferries for the Keystone-Port Townsend Ferry

Barbara James, descendent of the *Squi qui* family and spokeswoman for the Swinomish Tribe, introduced other descendents of the *Squi qui* family, and tribal members, who came with her. She explained that the Swinomish Tribal Senate passed a resolution recommending the name of *Squi qui* to the Washington State Department of Transportation for the naming of the second new ferry, for the Keystone-Port Townsend Ferry. *Squi qui* was a key figure in the Lower Skagit Indian tribe that occupied central Whidbey in the mid-1800's; a tribe for which the Swinomish Indian Tribal Community has many descendents from this area. She explained how Chief *Squi qui* brought the two families of *Snakelum* and *Squi qui* together; he was considered one of the most influential leaders of his people. She submitted the Swinomish Indian Tribal Senate's resolution and asked that the Town Council support the name of *Squi qui* for the naming of the second ferry. Copies were distributed of the resolution and an article from the *Columbia* magazine, *Beyond Isaac Ebey - Tracing the Remnants of Native American Culture on Whidbey Island*.

Mary Alice Sterling spoke on behalf of the Coupeville Historic Waterfront Association and the Central Whidbey Chamber of Commerce, in support of naming of the second new ferry *Squi qui*. Councilmember Hughes added that she supports the recommendation.

Councilmember Phay arrived at 6:50 pm.

Approve letter of support for naming Keystone Ferry

Mayor Conard suggested council take action on the letter of support at this time.

Councilmember Hughes asked for clarification to ensure we had the correct spelling of the name *Squi qui*.

Council Action: A motion was made by Councilmember Hughes, second by Councilmember Binder, to approve the letter of support for naming the second ferry on the Keystone-Port Townsend route, as *Squi qui*, after Lower Skagit Tribe member. **Discussion:** Councilmember Clay noted that there is no rush and although it is a good name, there are several other names being submitted; this is one name that will be considered by WSDOT. The motion passed 5-0.

Mayor Conard called for a short recess at 7:03 pm and reconvened at 7:12 pm.

PUBLIC HEARING

2010 Revenue Sources – 2010 Property Tax – 2010 Budget – *Staff recommends a motion to adopt Ordinance No. 679 – 2010 User Fees; Ordinance No. 680 – 2010 Property Tax Collection; Ordinance No. 681 – the 2010 Budget & Salary Schedule*

Mayor Conard explained the procedure for the Public Hearing, and that the Town Council met in a workshop in October to review and discuss the preliminary budget. Ordinance 679 does not propose any changes to fees for 2010, they remain the same as approved in 2009. Ordinance 680 is the property Tax Levy proposing a 1% increase in property tax for 2010. Ordinance 681 approves the 2010 budget.

Councilmember Hughes noted a difference in the tax levy amount in Ordinance 680 and the Mayor's letter. There was a discrepancy and Mayor Conard asked for approximately a 20 minute break for Clerk-Treasurer Thomas to review and determine which figure was correct.

Mayor Conard called for a recess at 7:25 pm and reconvened to regular session at 8:00 pm.

Mayor Conard explained that after further review the amount in Ordinance 680 was correct and the total amount would be changed on page 21, the total Property Tax is \$338,891 for 2010, not \$326,517.

Councilmember Dannhauer asked about the \$2,000 for new bike racks that was previously discussed, and where it was in the budget. Mayor Conard responded that it would be included in the Park Impact Fee fund.

Mayor Conard declared the public hearing open at 8:04 pm. There was no public input and the public hearing was closed.

Council Action: A motion was made by Councilmember Binder, second by Councilmember Hughes, to approve Ordinance No. 679 adopting the 2010 User Fees. The motion passed 5-0.

ORDINANCE NO. 679

An Ordinance of the Town of Coupeville, Washington, setting various user fees and charges for 2010 for permits, services, and procedures administered by the Town staff.

Council Action: A motion was made by Councilmember Clay, second by Councilmember Binder, to approve Ordinance No. 680 adopting the 2010 Property Tax Collection Levy.

Discussion: Councilmember Clay explained that Council had discussed not increasing the 1% but opted to go with the 1% increase due to increased expenses, including employees' medical insurance expenses. The motion passed 5-0.

ORDINANCE NO. 680

An Ordinance of the Town of Coupeville, Washington, setting the property tax levy for 2010 at the amount of \$338,891, which is an increase of 1% more than the 2009 levy.

Council Action: A motion was made by Councilmember Hughes, second by Councilmember Binder, to approve Ordinance No. 681 adopting the 2010 Budget and Salary Schedule.

Discussion: Councilmember Dannhauer asked if the percentages on pages 18 and 24 were correct and Clerk-Treasurer Thomas explained that page 24 was correct and she would correct page 18 and double check the rest of the document. Councilmember Clay pointed out that this budget does not propose any employee raises for 2010; and includes paying the climate protection salary for three months in 2010; and a \$50 increase to employee plus program to help cover out-of-pocket medical expenses for employees. Mayor Conard explained that we are fortunate that we are able to keep our staff and hold our own, and not reduce any positions. She noted the importance of shopping local, that the local sales tax stays in town. The motion passed 5-0.

ORDINANCE NO. 681

An Ordinance of the Town of Coupeville, Washington, adopting the operating budget and salary schedule for the fiscal year ending December 31, 2010, and appropriating the total expenditures for each of the Town's separate funds.

NEW BUSINESS

Approve the Johnson Building Demolition Project as complete - *Staff recommends Council accept the Johnson Building Demolition Project as complete and authorize retainage release.*

Mayor Conard explained that the project was complete and needs Council approval for release of retainage.

Council Action: A motion was made by Councilmember Clay, second by Councilmember Binder, to approve the Johnson Building Demolition Project as complete and authorize release of retainage upon authorization from the State that all taxes have been paid. *Discussion:* Councilmember Phay asked about the status on the removal of underground tanks and Mayor Conard responded that we are waiting for the consultant. The motion passed 5-0.

Approval of November Claims and October Payroll Vouchers - *Staff recommends approval of approve November 24, 2009 claims vouchers/warrants #22419 through #22510 for a total of \$102,065.38; and October payroll warrants #12649 through #12687 for a total of \$90,876.74.*

Several questions were asked and answered and no changes were made to what was submitted.

Council Action: A motion was made by Councilmember Hughes, second by Councilmember Binder, to approve the November 24, 2009 claims vouchers/warrants #22419 through #22510 for a total of \$102,065.38; and October payroll warrants #12649 through #12687 for a total of \$90,876.74. The motion passed 5-0.

STAFF REPORTS

Judy Thomas provided a written report and offered to answer questions.

Town Marshal Dave Penrod reported that the new Deputy Chris Peabody had successfully passed all tests and will be attending the equivalency academy for two weeks in January, then the FTO program. He spoke about attending his first WASPC (Washington Association of Sheriffs and Police Chiefs) Conference and was very impressed; they had representatives from Olympia discussing legislation on law enforcement issues. He met some small agency groups and established some good connections; it was a good conference. While he was at the conference, there was a bomb threat at the Whidbey Island Bank, and Deputy Kuschnereit was on duty and stayed in constant contact during the incident; and he did very well. The four agencies who responded to the call were the Town Marshal's Department; Island County Sheriff's Department; Central Whidbey Fire & Rescue; and the EOD (Explosive Ordinance Detachment from NAS Whidbey). It turned out that the suspicious item was a plastic pipe with caps on both ends and only a piece of paper inside.

Public Works Director Malcolm Bishop attended a couple classes this past month, as follows: Activated Sludge Class; and Fire Hydrant Installations and Testing. We will have bid openings on three projects on December 16th, as follows: Well 1-90 Rehab; Keystone Hill Well 1-08 Outfitting; and Keystone Hill Waterline Project. The Telemetry project should be completed in the next few days; and he would like to give a tour to Council as soon as it is complete.

COUNCIL REPORTS

Councilmember Phay was asked to join a committee of the Port of Coupeville to review their financial records; a project that should be completed by the end of December.

Councilmember Hughes explained that the Ebey's Reserve Trust Board has established an Ebey's Forever Fund to help homeowners of historic structures. This will be a grant program that was started with a \$50,000 donation from the Pickard Family for the preservation of historic structures. She spoke about the Veteran's Day Memorial Ceremony on November 11th at the Island County Veteran's Memorial, that was very nice. The Central Whidbey Chamber of Commerce (CWCC) sponsored an program with State Legislators Mary Margaret Haugen, Barbara Bailey, and Norma Smith, who discussed many current legislative and economic issues, including sales tax revenue. She attended the Library Open House to thank all their supporters and they plan to open the newly remodeled library in March. Tomorrow (the day before Thanksgiving) is a big day for the Gifts from the Heart Food Bank and they will be distributing Thanksgiving Day food baskets to 130 families. The annual shopping spree at Prairie Center was won by a Coupeville Lion member, who donated it to the Food Bank; and they have received about \$600 worth of food, from the shopping spree.

Councilmember Binder attended the CWCC meeting of the legislators. The Tourism Committee has set their 2010 budget, focusing on increasing media presence on the 2010 Olympics on 'the shadow'; which is the period of four or five months after an event. They are increasing social internet media presence (i.e. Twitter, Face book, blogging, etc.) which will increase traffic to the website.

Councilmember Clay attended the Ebey's Forever Conference and discussed the importance of Council attendance and the Town's continued commitment to the Reserve. Law and Justice Commission met in October and each member, of the Commission, explained how the economy is affecting the agency they are representing. At a previous Law and Justice meeting there was discussion about a contractor who helps incarcerated people get back into society, and the importance of getting back into society, so they don't re-offend. He attended the RTPO meeting with WSDOT discussing concurrency and methodology used to support the populations; and road construction that may or may not happen in the next few years. He discussed Island Transit's plans for their new operations center; they held a public hearing on November 20th on their 2010 budget; and they (like the Town) did not propose any pay increases or new positions. He attended Washington State Ferry meeting in Clinton last week.

Councilmember Dannhauer attended the Ebey's Forever Conference and especially liked the keynote speaker, Judy Wicks, who provided some interesting information. She attended a session on adapting old buildings for new uses where architecture students presented their projects on the Haller House and surrounding area. She attended the CWCC program with the legislators, on November 12th, and one thing that all three focused on was regulatory reform, streamlining permits, the high cost of labor, workmen comp issues, L & I issues; but they didn't really specify which regulations they were talking about, whether environmental regulations and/or economic health, which seem to go hand-in-hand. She was disappointed that there were no direct questions from the audience. The Library will be moving to the new building in March. The Parks and Recreation Commission has not met since the last Council reports but she is working on a tree policy that should be ready for their next meeting in December. She has forwarded suggestions for an open space zone to Town Planner Larry Kwarsick. Regarding follow-up on the 'demolition by neglect' ordinances, there has been a question whether smaller towns have found

it useful. She has been in contact with someone from the Steilacoom area and it is likely that only two properties qualify, but one is owned by the school district and the other by a tribe; and the city was not able to enforce the ordinance.

DISCUSSION

Budget Revision on Sale of Library

Mayor Conard noted that a budget revision is required for the sale of the library property, as explained in Judy's staff report, and a public hearing will be held on December 8th to approve the ordinance; and that will be the only change on the budget revision.

ADJOURNMENT: 9:12 pm

Respectfully Submitted:

MAYOR:

Judy A. Thomas, Clerk Treasurer

Nancy Conard, Mayor