

**Town of Coupeville
Regular Council Meeting
Tuesday, February 9, 2010
6:30 p.m.**

PRESENT: Mayor Nancy Conard, Councilmembers Bob Clay, Ann Dannhauer, Molly Hughes, and Tom Tack.

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

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

CHANGES AND APPROVAL OF THE AGENDA

Council Action: A motion was made by Councilmember Hughes, second by Councilmember Tack, to approve the Agenda as submitted. The motion passed 4-0.

APPROVAL OF MINUTES

The minutes of the regular meeting of January 26, 2010, were approved as submitted.

MAYOR'S REPORT

- Mayor Conard explained that the server at Town Hall needs to be replaced, along with a new backup system. The budget for this is \$6,500 and the total estimate is \$10,374. The additional amount of \$3,800 will be included in the budget revision; and funds are available from the additional funds received (above estimated) in the General Fund beginning fund balance. She received Council consensus to proceed with the purchase.
- She met with Linda Bartlett, owner of Rose Hip Farm & Garden, about this year's community garden and they propose to have workshops to "Ask the Farmer" sessions, in which local farmers will answer questions and give tips on gardening. She arranged for Janet Hall from WSU Extension to provide a three-bin compost bin system and training, at the garden site on May 4th.
- She met with some of the returning gardeners and we will begin accepting garden plot applications on February 12th until March 12th. Applications will be available at Town Hall. Councilmember Hughes added that the food bank will have some \$30 scholarships available, to pay for the garden plot fee.
- February 8th there were a couple of meetings with BHC Consultants and the farmers, and a community meeting on the Reclaimed Water Study project. John Wilson, consultant with BHC, will make a presentation to Council at the March 9th Council meeting.
- She acknowledged the Sound Waters Conference was last Saturday, February 6th and was a good program.
- Next week, she will meet with Val Hillers, Sally Waters, and Margaret Storer on the Rec Hall kitchen remodel. The low bid on the project is from Dan Miranda.
- She received a quote on painting of Town Hall and will bring paint colors to Council.
- The CWCC meeting on February 11th will include training by Microsoft on Windows 7.

NEW BUSINESS

Approval of Special Event Permit Application for the 2010 Mussel Festival - Staff recommends approval of the 2010 Mussel Festival Special Event Permit Application.

Marshal Penrod explained that Cindy Olsen, representing CHWA, is considering hiring a reserve officer during hours of operation.

Council Action: A motion was made by Councilmember Clay, second by Councilmember Hughes, to approve the Special Event Permit application for the 2010 Mussel Festival on March 5-7, 2010, as recommended by staff. The motion passed 4-0.

DISCUSSION**Disposition of Old Fire Hall**

Mayor Conard explained that the offer to purchase the Old Fire Hall has fallen through. The Town Attorney is reviewing the previous sales resolution and will get a new resolution to Council by the next meeting. She is working with Windermere to put together a proposal with parameters for the sale of the Old Fire Hall; then a request for proposals will be done.

Park Impact Fees

Mayor Conard discussed park impact fees regarding the recent emails she's received. Included in the agenda packet: 1) a copy of the Town Code (CTC) Chapter 3.36 Park Impact Fees; 2) Town of Coupeville Comprehensive Plan page 101, Level of Service Review, and page 102 Capital Improvement Needs which identify trails and walkways for parks, recreation and open space facilities; 3) Attachment 1, Calculation of Impact Fee, which is \$870 per single family residence. She discussed how the park impact fees must be used within six years or returned to the property owner. Park impact fees may only be used as designated and consistent with the Capital Facilities Plan (see 2) above). This is a subject that has been reviewed, and approved, by the state auditors during past audits. Regarding the level of service, this was determined by staff and the Parks and Recreation Commission. She noted that trails and walkways are included in the CTC; and that some are gravel and some concrete.

Councilmember Dannhauer spoke with Jim Doherty, from MRSC, who did not think that a sidewalk could be part of parks, unless it was adjacent to a park.

Mayor Conard explained that she will talk with Mr. Doherty and copy council on his response. Councilmember Dannhauer suggested the Parks and Recreation Commission have input on use of park impact fees. Mayor Conard explained that the Parks and Recreation Commission is made aware of parks projects. Members of the Council said that they would like to get copies of minutes from the Parks and Recreation Commission meetings.

Tree Committee Recommendations

Mayor Conard provided copies of the staff report from April 23, 2009, on the tree committee progress report. She discussed some of the goals that included establishing a heritage tree program. She discussed the Tree City USA program that includes getting trees planted and setting up an annual allocation of funds. She would like to get recommendations from the Tree Committee and the Parks and Recreation Commission.

Councilmember Dannhauer asked some questions about 'development measures' and 'clustered development' that were to be discussed in six months (that was in October of 2009) and when that would be discussed further. Mayor Conard responded that Larry Kwarsick will discuss those topics at the Council Workshop on February 18th. There was some discussion about what a "heritage tree" is and Mayor Conard discussed having workshops and training on the maintenance and care of trees.

EXECUTIVE SESSION - Property Disposition/Acquisition

Mayor Conard called for executive session to discuss property disposition/acquisition. Mayor Conard, Councilmembers Clay, Dannhauer, Hughes and Tack recessed to executive session at 7:25 pm for approximately 20 minutes. At 7:45 pm the executive session was extended an additional 20 minutes; and reconvened to regular session at 8:05 pm. No action was taken.

ADJOURNMENT: 8:05 pm

Respectfully Submitted:

MAYOR:

Judy A. Thomas, Clerk Treasurer

Nancy Conard, Mayor