

**Town of Coupeville
Regular Council Meeting**

January 13, 2015

6:30 pm

Mayor Conard called the Regular Meeting of the Coupeville Town Council to order at 6:32 pm.

PRESENT: Mayor Nancy Conard, Councilmembers Bob Clay, Jackie Henderson, Diane Binder and Pat Powell.

Council Action: A motion was made by Councilmember Jackie Henderson, second by Councilmember Bob Clay, to excuse Councilmember Molly Hughes. The motion passed unanimously.

STAFF PRESENT: Clerk Treasurer Kelly Beech.

CHANGES AND APPROVAL OF THE AGENDA

Mayor Conard relayed a request by Councilmember Molly Hughes to hold Item #2, **Appointment to Island Transit Board**, until the next regular council meeting, scheduled for January 27, 2015.

Council Action: A motion was made by Councilmember Jackie Henderson, second by Councilmember Bob Clay, to approve the Agenda as amended. The motion passed unanimously.

APPROVAL OF MINUTES

The minutes of the Regular Meeting of December 9, 2014 were approved with the following additions and corrections:

In the section titled **New Business - Approve Agreement for Purchase and Sale of Restrictive Easement on Keystone Hill Property; parcel R13114-250-4610**

The following statement should be added:

“Councilmember Pat Powell, Executive Director of Whidbey Camano Land Trust, recused herself from the deliberation and vote for this item.”

In the section titled **New Business - Approval of Ordinance 718, Amending Ordinance 716 Levying Taxes**

“Council Action: A motion was made by Councilmember Jackie Henderson, second by Councilmember ~~Dianne Henderson~~, Dianne Binder...”

Council Action: A motion was made by Councilmember Bob Clay, second by Councilmember Pat Powell, to approve the minutes as corrected. The motion passed unanimously.

MAYOR'S REPORT

- Mayor Conard informed the Council that the State Auditors completed their Accountability and Fiscal Audits of fiscal years 2012 and 2013, and the exit conference was held via telephone in December. There were no Findings.

- Mayor Conard reminded the Council that Dan Dalton retired in December. His last work day was December 31, 2014, and the Town has advertised for applications for Maintenance I.
- Mayor Conard met with the President and COO of Heritage Bank, Jeff Deuel, along with a number of local business owners and elected officials to discuss the recent merger between Heritage Bank and Whidbey Island Bank.
- Mayor Conard informed the Council that Utilities Superintendent Willy LaRue continues to work with Island County and other agencies on a Hazardous Mitigation Plan.
- Mayor Conard met with Assistant Secretary for WSDOT's Washington State Ferries division, Lynne Griffith, and discussed Ms. Griffith's vision for ferry operations in Washington State.
- Mayor Conard reported that she submitted the letter approved by the Council concerning the Environmental Impact Statement (EIS) for EA-18G Growler airfield operations at Naval Air Station (NAS) Whidbey Island on January 9th via email and US Mail.
- Finally, Mayor Conard informed the Council that the speed study conducted by Island County on Engle Rd. and Terry Rd. last year has resulted in a proposal to reduce the speed limit on a portion of Engle Rd. from 50mph to 35mph, and a portion of Terry Rd. from 35mph to 25mph. The Mayor will let the Council know when Island County holds their public hearing regarding these changes.

NEW BUSINESS

Appointment of Mayor Pro-Tem for January through June 2015

Council Action: A motion was made by Councilmember Jackie Henderson, second by Councilmember Bob Clay, to appoint Molly Hughes Mayor Pro-Tem for January through June 2015. Questions were asked and answered. The motion passed unanimously.

Approval of Town Attorney Agreement for 2015

Council Action: A motion was made by Councilmember Dianne Binder, second by Councilmember Jackie Henderson, to approve the Town Attorney Agreement for 2015. Questions were asked and answered. The motion passed unanimously.

Approval of Resolution 15-01, Commercial Internet Banking Agreement allowing ACH transactions

Council Action: A motion was made by Councilmember Jackie Henderson, second by Councilmember Bob Clay, to approve Resolution 15-01, Commercial Internet Banking Agreement allowing ACH transactions, with a Debit and Credit limit each set at \$100,000.00. This will allow us to convert to Direct Deposit for employee payroll checks. Questions were asked and answered. The motion passed unanimously.

Approval of Resolution 15-02, repealing Resolution 98-7 and Establishing New Credit Card Procedures

Council Action: A motion was made by Councilmember Bob Clay, second by Councilmember Dianne Binder, to approve Resolution 15-02, repealing Resolution 98-7 and Establishing New Credit Card Procedures. Clerk Treasurer Kelly Beech revised the policy at the suggestion of the State Auditor. Questions were asked and answered, and revisions were suggested for the accompanying policy. The motion passed unanimously.

Approval of the December 2014 payroll transactions and warrants, and December 31, 2014 A/P transactions and warrants

Council Action: A motion was made by Councilmember Pat Powell, second by Councilmember Dianne Binder, to approve the December 2014 payroll transactions and warrants #30368 to #30400 for a total of \$82,605.95 and December 31, 2014 A/P transactions and warrants #30373 to #30445 for a total of \$108,488.71. Questions were asked and answered. The motion passed unanimously.

ADJOURNMENT: 8:00pm

Respectfully Submitted:

MAYOR:

Kelly Beech, Clerk Treasurer

Nancy Conard

A complete audio recording of this meeting is available upon request from the Clerk-Treasurer.