

**Town of Coupeville
Regular Council Meeting
January 14, 2014
6:30 pm**

Mayor Conard called the Regular Meeting of the Coupeville Town Council to order at 6:30 pm.

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

STAFF PRESENT: Town Marshal Lance Davenport, Town Planner Bridget Smith, Clerk-Treasurer Judy Thomas

OATH OF OFFICE - Councilmembers Dianne Binder and Pat Powell

Mayor Conard administered the oaths of office to Councilmembers Dianne Binder and Pat Powell and welcomed them aboard, again.

CHANGES AND APPROVAL OF THE AGENDA

There were no changes to the Agenda.

Council Action: A motion was made by Councilmember Clay, second by Councilmember Henderson, to approve the Agenda as submitted. The motion passed 5-0.

APPROVAL OF MINUTES

The minutes of the Regular Meeting of December 10, 2013 were approved with one typo correction on Page 2, from '~~education al~~ to educational'. The minutes of the Special Meeting of January 2, 2014 were approved with one typo correction on Page 1, 'Council Action: A motion was ~~mad~~ made...'

MAYOR'S REPORT

- Mayor Conard explained that the EIS scoping comment period on the Growlers, has been extended to the end of this month (January).
- The Town is hosting a short course on Planning, focusing on Historic Preservation, on February 5th at the Rec Hall. She asked Council to let her know if they are interested in attending. This course is especially good for the Town Council, Historic Preservation Commission and the Planning Commission.
- She noted that at the Island County Commissioners work session, the Commissioners recognized Jackie Henderson for 35 years of service to Island County.
- Councilmember Hughes asked about the status of the furnace installation and Mayor Conard responded that it would be completed tomorrow.

AUDIENCE INPUT

Miriam Myers, 1040 NE Summit Loop, Coupeville, asked members of the community to be proactive to ensure personal security to discourage persons from coming onto their property. Be sure to lock their doors and suggested establishing a neighborhood watch program. Mayor Conard responded that Marshal Davenport could put something in the Town Newsletter; and said that the Police Department has not received any reports of any criminal prowls but she encouraged everyone to please call 911 if they see any suspicious activity.

PRESENTATIONS**Coupeville Festival Association Report – Mike Dessert, President**

Mike Dessert, president of the board of the Coupeville Festival Association (CFA), gave a brief history of how the Coupeville Arts & Crafts Festival began. The first festival was held in August 1964 and he explained how it developed over subsequent years. The CFA is a non-profit organization, with no paid staff and all work is done by volunteers. All profits are donated back into the community within the zip code 98239; and he provided a list of where the major donations have been provided (through grants) over the past 50 years. He explained many of the programs that have been funded by the Festival Association. They estimated approximately 20,000 attendees at the 2013 Arts & Crafts Festival. Their website is www.coupevillefestival.com and there is a link for people to volunteer.

NEW BUSINESS

Approval of CUP 13-02 to convert an accessory building into a Bed & Breakfast, applicant Kevin Griggs – *Staff recommends approval of CUP 13-02 for applicant Kevin Griggs to convert an accessory building into a B&B Inn.*

Planner Bridget Smith explained the project is to change the use of an existing building to a Bed & Breakfast. There is no construction needed for this project. A staff report was provided recommending approval of the CUP.

Council Action: A motion was made by Councilmember Henderson, second by Councilmember Powell, based upon the staff report, evidence presented and recommendation by the Planning Commission to approve the Conditional Use Permit CUP 13-02, and adopt the findings of fact and conclusions of law. The motion passed 5-0.

Approval of Collective Bargaining Agreement with Coupeville Deputy Marshal's Association for 2014-2017 – *Mayor recommends a motion to approve Agreement with the Coupeville Deputy Marshals; Association for 2014-2017.*

Mayor Conard explained that in October 2012 the department went from one Town Marshal and four Deputy Marshals to one Town Marshal and one Deputy Marshal; due to one deputy who was out due to illness, and two deputies went to other positions. At that time, one of the challenges for retaining officers was the rate of pay. She identified three options to consider: Going to the voters and requesting additional taxes to allow for an increase in pay; Restructuring the department and method of providing service to reduce the staff and use the saved funds to increase pay; and consider a contract with Island County to provide service. This agreement reduces the deputy positions from four to three and will allow for 24-hour coverage and a 20% pay increase for deputy marshals.

There were some questions regarding the agreement language that needed to be clarified prior to making a motion and Mayor Conard called for a short recess at 7:40 pm. At 7:47 pm they reconvened to regular session.

The following changes were made to the agreement: Article 21.1 Employees are entitled to 1 (one) 30 (thirty) minute meal period for 8 (eight) hours worked and an additional 30 (thirty) minute meal period for each additional 4 (four) hours worked; and (1) one 15 (fifteen) minute rest break for each four hours worked. Also, wherever the word 'manager' is in the agreement, it will be changed to 'mayor.'

Council Action: A motion was made by Councilmember Binder, second by Councilmember Clay, to approve Agreement with the Coupeville Deputy Marshals; Association for 2014-2017, as amended. The motion passed 5-0.

Approval of December 31, 2013 Claims Vouchers and December Payroll – *Staff recommends approval of the December 31, 2013 claims vouchers/warrants#26280 to #26339 for a total of \$99,882.05; and December 2013 payroll warrants #14668 to #14700 for a total of \$88,577.32.*

Several questions were asked and answered and no changes were suggested.

Council Action: A motion was made by Councilmember Hughes, second by Councilmember Binder, to approve the December 31, 2013 claims vouchers/warrants#26280 to #26339 for a total of \$99,882.05; and December 2013 payroll warrants #14668 to #14700 for a total of \$88,577.32. The motion passed 5-0.

DISCUSSION

Draft Interlocal Agreement with Island County for Law Enforcement Services

Mayor Conard explained that contracting with Island County for law enforcement services is one of the three options being considered to continue providing law enforcement services in the Town of Coupeville. Copies of the Draft Agreement were available for the audience and she went page by page through the agreement. She explained what would be different from the current law enforcement services being provided by the Town and if the County provides law enforcement services, The level of service will not change and will probably not even be noticed.

Sheriff Brown gave an overall summary of how the sheriff’s department would provide law enforcement services.

Toni Piazzon, Coupeville, provided a petition of signatures she had collected, “Petition to Save Coupeville Marshal’s Office and Night Deputy.” She explained that as she was collecting signatures she heard a lot of stories of criminal activity in the Pennington Hill area and there is no patrolling going on. She suggested that the Town raise taxes and keep the Marshal’s office.

Mayor Conard replied that today was the first the Town had heard of problems in her area, no calls have been received. She encouraged residents to call 911 with any concerns.

Diane Piazzon, Coupeville, asked whether the level of coverage is 12 hour or 24 hour and that she would like to have the police blotter in the newspaper. Mayor Conard said we are providing 24-hour coverage. Marshal Davenport noted that he submits a weekly police blotter to the newspaper and it is up to the newspaper whether they print it.

Neil McPherson, 1 Front Street, Coupeville, expressed some concern about the changes.

Mayor Conard thanked everyone for coming and expressing their concerns.

Mayor Conard called for a short recess at 9:32 pm for approximately 5 minutes.

EXECUTIVE SESSION – Personnel Evaluation and Salary Proposal

Mayor Conard called for executive session to discuss Personnel Evaluation and Salary Proposal for about 30 minutes. Mayor Conard, Councilmembers Binder, Clay, Henderson, Hughes and Powell, convened to executive session at 9:40 pm.

ADJOURNMENT: 9:40 pm

Respectfully Submitted:

MAYOR:

Judy A Thomas, Clerk-Treasurer

Nancy Conard

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