

**Town of Coupeville  
Regular Council Meeting  
March 22, 2016  
6:30 p.m.**

**PRESENT:** Mayor Molly Hughes, Councilmembers Pat Powell, Catherine Ballay, Jackie Henderson, and Lisa Bernhardt.

**Council Action:** A motion was made by Councilmember Jackie Henderson, second by Councilmember Catherine Ballay, to excuse Councilmember Dianne Binder. The motion passed unanimously.

**STAFF PRESENT:** Clerk Treasurer Kelly Beech

**CHANGES AND APPROVAL OF THE AGENDA**

Mayor Hughes suggested removing **NEW BUSINESS** Item 1, **Approval of Resolution 16-01 Regarding V010-16, seeking a variance to eliminate a side yard setback** and postponing the coinciding **PUBLIC HEARING** to a later date due to the following reasons:

- *Because we don't have a Town Planner here tonight to make the staff report, and*
- *Because we only have four Council Members in attendance tonight, and*
- *Because the Mayor has to vote in the case of a tie, so (she) can't present the staff report from the agenda, and*
- *The minutes of the Planning Commission have not yet been approved.*

**Council Action:** A motion was made by Councilmember Pat Powell, second by Councilmember Jackie Henderson, to set over Variance V010-16, seeking a variance to eliminate a yard setback for an accessory structure, to the Town Council Meeting on April 26, 2016 in the Island County Commissioners Hearing Room at 6:30pm. The motion passed unanimously.

Mayor Hughes also added the following items to **NEW BUSINESS:**

- 7. Cancellation of the Regular Council Meeting scheduled for April 12, 2016 and Setting the date for a joint workshop with the Coupeville Planning Commission for the purpose of a joint presentation and training, for April 19, 2016**
- 8. Authorization for the Mayor to sign resolution 16-02 expressing support for full State funding of the Municipal Research and Services Center**

**APPROVAL OF MINUTES**

The minutes of the Regular Meeting of March 08, 2016 were approved with the following correction:

**PRESENT:** Mayor Molly Hughes, Councilmembers Dianne Binder, Pat Powell, Catherine Ballay, ~~Dianne Binder~~ Jackie Henderson and Lisa Bernhardt.

## MAYOR'S REPORT

- Mayor Hughes shared with the Council that this year's Musselfest was attended by approximately 10,000 people over the course of the weekend, and nearly 8,000 of those attended on Saturday.
- Mayor Hughes met with Marshal Norrie and coordinators of Musslefest to discuss the event and ways to improve the process for next year.
- Mayor Hughes informed the Council that the Utility Advisory Committee is hard at work on the current Rate Study and she hopes to have a workshop to discuss possible rate changes in the near future.
- Mayor Hughes met with Coupeville Garden Club representatives to discuss plans they have for Town this year. They have begun moving forward with their plans and the Mayor expressed her gratitude for all of their hard work.
- Mayor Hughes informed the Council that Washington Cities Insurance Authority is evaluating all of our volunteer management materials, including forms and documents related to our Neighborhood Emergency Team (NET) program, and that soon she would be meeting with NET coordinator Bonnie Abney to go over the results of the review.
- Mayor Hughes met with Whidbey General Hospital's Facility Manager and CEO to get an update on the expansion project. She shared that the next step will be to begin work on the landscaping and lay the foundation for the first floor of the new wing.
- Mayor Hughes reported that the final touches are being applied to the Madrona Way Project and the paving should be completed soon.
- Finally, Mayor Hughes spoke briefly about some of the challenges she's faced over the past three months and informed the Council that she has had to let go Planning Director Tammy Baraconi, and that she has recruited a new Planning Director. Owen Dennison comes highly recommended and will start on April 11, 2016.

## AUDIENCE INPUT

A local resident shared his concern over the changes in staff and the resignation of Planning Commissioner Molly McPherson.

A local resident shared her concern over the process governing Variance approval. The resident was encouraged to meet with the Mayor so she could answer any questions about process.

## NEW BUSINESS

### **Approval of 2016 Contract with Sound Water Stewards of Island County**

Council Action: A motion was made by Councilmember Lisa Bernhardt, second by Councilmember Catherine Ballay authorizing the Mayor to approve the contract for services with Sound Water Stewards of Island County for 2016 with following suggested changes and the addition of a hold harmless clause:

Page 1:

#### **Parties:**

This agreement is entered into pursuant to the \_\_\_\_\_ wherein the Town of has authority to develop local action plans to address water resource issues. By the Town of Coupeville (Grantor), and Sound Water Stewards of Island County (Grantee), to implement a public information and education program for the Town of Coupeville.

Questions were asked and answered. The motion passed unanimously.

**Approval of 2016 Contract with Island County Senior Services for Coupeville Senior Hub**

Council Action: A motion was made by Councilmember Catherine Ballay, second by Councilmember Pat Powell authorizing the Mayor to approve the contract for services with Island County Senior Services for Coupeville Hub for 2016 with following suggested changes and the addition of a hold harmless clause:

Page 1:

**Project Reporting:** Senior Services of Island County will submit an annual *written* report to the Coupeville Town Council. This *written* report will include participation levels, activities and expenses.

Questions were asked and answered. The motion passed unanimously.

**Approval of Grant Agreement with State of Washington Transportation Improvement Board for streetlight conversion**

Council Action: A motion was made by Councilmember Pat Powell, second by Councilmember Jackie Henderson to authorize the Mayor to sign the grant agreement between the State of Washington Transportation Improvement Board and the Town of Coupeville for LED streetlight conversion. Questions were asked and answered. The motion passed unanimously.

**Approval of Lease Agreement with Oasys for Copy Machine**

Council Action: A motion was made by Councilmember Jackie Henderson, second by Councilmember Lisa Bernhardt to approve the Lease Agreement with Oasys for a Copy Machine, not to exceed \$85.00/mo. with a \$0.007 per page fee for supplies, and applicable taxes, for a period to last no longer than 60 months. Questions were asked and answered. The motion passed unanimously.

**Approval of February 2016 Payroll and March 2016 A/P transactions and warrants**

Council Action: A motion was made by Councilmember Jackie Henderson, second by Councilmember Catherine Ballay to approve February 2016 payroll warrants #31435 to #31441 for a total of \$70,463.27; and the March 2016 A/P transactions and warrants #31442 to #31497 for a total of \$291,295.42. Questions were asked and answered. The motion passed unanimously.

**Cancellation of the Regular Council Meeting scheduled for April 12, 2016 and Setting the date for a joint workshop with the Coupeville Planning Commission for the purpose of a joint presentation and training, for April 19, 2016**

Council Action: A motion was made by Councilmember Jackie Henderson, second by Councilmember Pat Powell to cancel the Regular Council Meeting scheduled for April 12, 2016 and Setting the date for a joint workshop with the Coupeville Planning Commission for the purpose of a joint presentation and training, for April 19, 2016. The motion passed unanimously.

**Authorization for the Mayor to sign resolution 16-02 expressing support for full State funding of the Municipal Research and Services Center**

Council Action: A motion was made by Councilmember Pat Powell, second by Councilmember Jackie Henderson to authorize the Mayor to sign resolution 16-02 expressing support for full State funding of the Municipal Research and Services Center. The motion passed unanimously.

**STAFF REPORTS**

Clerk Treasurer Kelly Beech spoke briefly about the reports she provided to the Council. Questions were asked and answered.

**COUNCIL REPORTS**

Councilmember Catherine Ballay had nothing to report, the Law & Justice Council meeting was canceled in March.

Councilmember Pat Powell had nothing to report.

Councilmember Lisa Bernhardt reported that Ebey's Trust Board has decided on the recipients of this year's grant money and while the list is not public yet, she commented on how wonderful all of the projects are that will be receiving grant money.

Councilmember Dianne Binder reported she attended April's UAC meeting and the rate study is coming along. She looks forward to the workshop scheduled for May.

Councilmember Jackie Henderson reported that the Island Transit Board of Directors has pared the applicant list down to 3 finalists for the Director position and all 3 finalist will be meeting with Island Transit staff on March 29th. There will be a public meeting allowing community members to hear more about each of the final candidates on March 30th. The Board interviewed a total of 25 applicants before deciding on the 3 finalists. They hope to have the new Director ready to start by May.

**AUDIENCE INPUT**

A local resident shared his concern *about* the process followed to recruit and hire the new Planning Director.

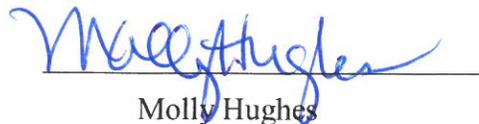
**ADJOURNMENT:** 8:27pm

Respectfully Submitted:

MAYOR:



Kelly Beech, Clerk Treasurer



Molly Hughes

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