

**Town of Coupeville  
Regular Council Meeting  
January 11, 2022  
6:30 p.m.**

**PRESENT:** Mayor Hughes, Councilmembers Pat Powell, Jenny Bright, Rick Walti, Jackie Henderson, and Michael Moore.

**STAFF PRESENT:** Clerk Treasurer Kelly Beech, Planning Director Donna Keeler

**CHANGES AND APPROVAL OF THE AGENDA**

The Agenda was approved as presented.

**APPROVAL OF MINUTES**

The minutes of the Regular Council Meeting of December 14, 2021, were approved as presented

**MAYOR'S REPORT**

- Mayor Hughes reported that while some staff were able to take well-deserved vacation time, others were working hard during the recent winter weather to keep Town roads clear.
- Mayor Hughes informed the Council that the in-tow water plant came on for the first time in months, indicating there was a significant increase in water use throughout the Town. Given the recent weather conditions, staff suspected there may be a number of leaks and as part of our investigation into where the water was going, staff was able to locate some major leaks and notify the property owners.
- Mayor Hughes congratulated Utility Superintendent Joe Grogan on his appointment to a 2-year term on the National Estuary Program's Strategic Initiative Advisory Teams 2.0: Shellfish.
- Mayor Hughes reported the Comprehensive Plan Survey results have been compiled into a report, which will be forwarded to the Council, and posted on our website.
- Mayor Hughes attended a retirement gathering for former Island County Public Works Director, Bill Oakes.
- Finally, Mayor Hughes reminded that Council that January 17<sup>th</sup> is a holiday, and Town Hall will be closed.

**PRESENTATION**

Island County Historical Museum Director Rick Castellano gave a presentation to the Council about a proposed use for the Town-owned Johnson Property. Mr. Castellano described how the Museum had been looking for somewhere to store resources, artifacts, and archives; where select artifacts could be on display, and historians could come to perform research. Because of the age of the artifacts, the building would need to meet very specific humidity and temperature requirements, and to-date, Mr. Castellano has not been successful finding an existing building that fit those requirements. Mr. Castellano has worked with a number of partners to find land that the Museum could use to construct this building, to no avail. Mr. Castellano suggested to the Council that this might be a great partnership opportunity for the Town; requesting that the Council consider the possibility of either a long-term lease, or selling the Johnson property to the Museum, for this purpose. Included in his proposal was consideration of public restrooms at the new location. Council asked Mr. Castellano for more information about the projected cost of construction, funding forecasting, and little more information on why he has not been able to partner with any other organization on this project.

**NEW BUSINESS**

**Approval of Contract with Krieg Construction for Cistern Project**

Council Action: Councilmember Powell recused herself from the discussion and deliberation of this item. A motion was made by Councilmember Moore, second by Councilmember Bright, to authorize the Mayor to sign a Small Public Works Contract with Krieg Construction Inc. to complete the Engle Road Cistern and Parking Lot project for an amount not to exceed \$90,000. The motion passed unanimously.

**Approval of Resolution 22-01, regarding Personnel Policy Update**

Council Action: A motion was made by Councilmember Bright, second by Councilmember Henderson, to approve Resolution 22-01, adopting the Personnel Policy as attached in exhibit A.. The motion passed unanimously.

**Approval of Resolution 22-02, regarding the 2022 Fee Schedule**

Council Action: A motion was made by Councilmember Walti, second by Councilmember Powell, to approve revisions to the Town of Coupeville Fee Schedule as proposed by staff. The motion passed unanimously.

**2022 Board and Committee Appointments**

Council Action: A motion was made by Councilmember Walti, second by Councilmember Powell, to appoint Councilmember Jenny Bright to the Island Transit Board, Councilmember Jackie Henderson to the Island County Tourism Committee, and Councilmember Mike Moore to the Law & Justice Council for 2022. The motion passed unanimously.

**Approval of November and December 2021 payroll transactions and warrants**

Council Action: A motion was made by Councilmember Walti, second by Councilmember Henderson, to approve November 2021 Payroll transactions and Vouchers: #36202 to #36208 as attached; for a total of \$145,841.14 and December 2021 Payroll transactions and Vouchers: #36253 to #36284 as attached; for a total of \$147,336.73. The motion passed unanimously.

**COUNCIL REPORTS**

Councilmember Bright shared with the Council, Island Transit’s progress on their new initiative, Island Transit Maximized. The initiative is aimed at evaluating, then maximizing and enhancing all aspects of Island Transit’s service. They are currently soliciting feedback from the community through a survey that can be accessed on their website. Included in this process will be everything from current routes potential new routes, and even expanded seasonal service. Island Transit has just completed Phase One of this process, which evaluating all of the current routes and services, and they are firmly in Phase Two, Community Outreach. Councilmember Bright encouraged Councilmembers and audience members to participate in the process, by taking the survey, and invited everyone to learn more about this initiative by visiting the Island Transit website: [www.islandtransit.org/island-transit-maximized](http://www.islandtransit.org/island-transit-maximized).

**ADJOURNMENT:** 8:01 p.m.

Respectfully Submitted:

  
Clerk Treasurer Kelly Beech

MAYOR:

  
Molly Hughes

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