

**Town of Coupeville  
Regular Council Meeting  
March 8, 2022  
6:30 p.m.**

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

**Council Action:** A motion was made by Councilmember Henderson, second by Councilmember Moore, to excuse Councilmember Pat Powell from the March 8, 2022 Regular Council Meeting. The motion passed unanimously.

**STAFF PRESENT:** Clerk Treasurer Kelly Beech and 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 February 22, 2022, were approved as presented

**MAYOR'S REPORT**

- Mayor Hughes reported that MusselFest was a great success.
- Mayor Hughes informed the Council that Public Works Superintendent Kelly Riepma just completed an upgrade to all of the light fixtures at Town Hall, the Rec Hall, and Town Shop. The new fixtures are more energy efficient and the bulbs are less expensive than our old fixtures.
- Mayor Hughes announced that Nathan Campbell has earned his Group One Wastewater Operators certification.
- Mayor Hughes met with Congressman Larsen's aide to discuss issue high on the Town's priority list, including the new General Permit for Wastewater Treatment Plants, proposed legislation regarding Accessory Dwelling Units, potential liquidation of the Public Works Fund, and the status of ferry service.
- Mayor Hughes attended a meeting hosted by the Washington State Ferry System to discuss the Coupeville ferry, where they confirmed there will be only one boat until June.
- Mayor Hughes updated the Council on the status of the electric vehicle charger purchase and installation.
- Mayor Hughes will be an emcee for a Town Hall meeting on Saturday, involving local legislators.
- Mayor Hughes informed the Council of a professional photo shoot on Front Street that will take place on Wednesday.
- Mayor Hughes reported Town Hall will not require masks for the public, or staff, once the mandate is lifted.
- Mayor Hughes informed the Council that the Town has applied for two mitigation grants from Washington Cities Insurance Authority.
- Finally, Mayor Hughes read a proclamation honoring the 2021-2022 Coupeville High School Boys Varsity Basketball Team.

**PUBLIC HEARING**

The Mayor opened the Public Hearing at 6:52 p.m. She asked the Council if they were aware of any conflicts of interest or appearance of fairness issues. Hearing none, the Mayor asked Clerk Treasurer Kelly Beech to proceed with the presentation of Ordinance 771, regarding amending chapter 13.08 of Coupeville Town Code. The public was invited to comment. No members of the audience spoke at the hearing. The Mayor then asked Clerk Treasurer Kelly Beech if any comments had been received by the advertised deadline. Hearing that no comments were received by the Clerk Treasurer regarding this proceeding, the Mayor gave the Council the opportunity to ask clarifying questions. No questions were asked. The Mayor closed the public hearing at 6:56 p.m.

**NEW BUSINESS****Adoption of Ordinance 771, regarding amending chapter 13.08 of Coupeville Town Code**

Council Action: A motion was made by Councilmember Moore, second by Councilmember Henderson, to adopt Ordinance 771, regarding amending section 13.08 of Coupeville Town Code, by adding a section "Water Leak Adjustments", as attached. The motion passed unanimously.

**Adoption of the Draft Shoreline Master Plan Update**

Council Action: A motion was made by Councilmember Moore, second by Councilmember Henderson, to approve the Draft Shoreline Master Plan Update as presented, and authorize staff to send the Draft to the Department of Ecology for final determination. The motion passed unanimously.

**Approve Sea Level Rise Assessment Grant from DOE**

Council Action: A motion was made by Councilmember Bright, second by Councilmember Walti, to direct the Mayor to sign Agreement No. SEASMPC-2123-CoupTo-00015 between the Town and the Department of Ecology. The motion passed unanimously.

**COUNCIL REPORTS**

Councilmember Walti reported that during the March Utility Advisory Committee meeting, the group discussed ways to ensure fees are captured for water & sewer hook-ups related to accessory structures, new State regulations regarding storm water runoff, the status of the FEMA funded waterline replacement along Highway 20 (at Fort Casey), the proposed changes to Coupeville Town Code presented at the Public Hearing this evening, and the status of the Town's Water Plan Update.

Councilmember Henderson reported that at the most recent Island County Tourism meeting guest speaker, an editor from the Whidbey News Times, explained that the layout of the annual Islander publication will be different in 2022. With the sections divided by "experience" rather than geographical location. Councilmember Henderson added that the trail guide the group has been working on is scheduled to be finished by May. Finally, Councilmember Henderson informed the Council that the new director of the State Department of Tourism will be a guest at

a future Island County Tourism meeting, and asked the Council to let her know if they were interested in seeing any of the data the group has compiled related to tourism in Coupeville.

Councilmember Moore reported that the Law & Justice Council met on February 23<sup>rd</sup>. Sheriff Felici presented updates on COIVD impacts at the jail, and announced that the Sheriff’s Department received a grant for body scanners at the jail. Finally, Councilmember Moore informed the Council that the Sheriff is conducting a community assessment, and asked if there is anything the Council would like Councilmember Moore to share with the Sheriff as part of that assessment process.

**DISCUSSION**

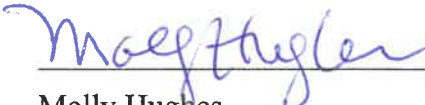
Mayor Hughes led a brief discussion about Coupeville Town Code (CTC) related to Sewer hook-up requirements, and asked the Council for guidance on how to address a handful of properties that are currently out-of-compliance. The Council advised that they would like to see the Town first provide an informational letter to the property owners, informing them of the applicable CTC, and inviting them to voluntarily comply. As incentive, the Council authorized the Mayor to offer hook-up fees at the rate prior to the October 1, 2021 rate increase, since the condition they will need to remedy has existed for many years, but it appears the Town has not previously sent notice to these owners. It is not the Council’s intention to cause these owners to pay the new increased hook-up fees, when many would have remedied the situation years ago, had they been notified.

**ADJOURNMENT:** 7:45 p.m.

Respectfully Submitted:

MAYOR:

  
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Clerk Treasurer Kelly Beech

  
\_\_\_\_\_  
Molly Hughes

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