

**Town of Coupeville
Regular Council Meeting
November 14, 2023
Island County Commissioners Office**

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

STAFF PRESENT: Public Works Director Joe Grogan and Planning Director Jesse Davis

CHANGES AND APPROVAL OF THE AGENDA

The Mayor requested to add an action item: Approve a Lease for the Firehouse Restrooms.

The agenda was approved as amended.

APPROVAL OF MINUTES

The minutes of the Regular Council Meeting of October 24th, 2023, were approved as submitted.

MAYOR'S REPORT

- Mayor attended the NAS Whidbey Island annual Leadership meeting and shared information on the Navy's environmental projects, air traffic control, Search and Rescue, noise complaints, marine animal research and childcare.
- Mayor reported herself and Public Works Director Joe Grogan participated in interviews with the Department of Defense. The DOD wanted to know how they could more effectively communicate with the public about their environmental clean-up projects.
- Mayor reported that we celebrated Donna Keeler's work for the Town and wished her well on her next adventure. We also celebrated Marshal Bo Miller's arrest of an arson suspect with the first ever fire extinguisher award, complete with a toilet paper bow.
- Mayor, Planner and Assistant Planner Joshua Engelbrecht attended the two-day Ebey's Forever Conference in honor of the Reserves 45th Anniversary. Good quality speakers, field trips and classes. Community Potluck was well attended.
- Mayor attended the end-of-season potluck for the Coupeville Farmers Market. They will be looking for a new Market Manager for next season and there were good suggestions from the vendors for improvements next year.
- Food Bank won the Coupeville Lions Shopping Spree. The Mayor attended a ribbon cutting for the expansion of Hearing Health Services.
- Mayor has hired a Deputy Clerk who will be starting on December 4th. His name is Chris Jolly and we are excited to add him to our team.
- CreatiVets was a new program brought to Coupeville by Sean Kelly. Helps Vets deal with PTSD through music and art. Excellent country music show in the Rec Hall. The Town's annual Veterans Day Remembrance Ceremony was well attended. Veterans, including Council Member Rick Walti raised military flags and the Shifty Sailors sang the anthem from each military Branch. The Mayor explained the history of the Tomb of the Unknown Soldier.
- Before our next meeting the Coupeville Community Thanksgiving Dinner will be held in the Rec Hall on Thanksgiving Day from noon to 2:30. Thank you to the Bernhardt family for organizing this event every year. Town hall will be closed November 23 and 24.

AUDIENCE INPUT

No audience input.

PUBLIC HEARING

The Mayor opened the Public Hearing at 6:55 pm to discuss the Town's 2024 Draft Budget. The Mayor reported there were few changes to the budget since the Town Council had reviewed it in the budget workshop. There was no public comment or comment letters relating to the Draft Budget. The Town Council did not have any questions. The Mayor closed the Public Hearing at 6:57 pm.

NEW BUSINESS**Approve MOA with Ebey's landing Historical Reserve to update the Ebey's Design Guidelines.**

Council Action: A motion was made by Councilmember Moore, second by Councilmember Henderson to approve the agreement between the Town of Coupeville and the Trust Board of Ebey's Landing National Historical Reserve, for an amount not to exceed \$10,000, to update the Ebey's Landing National Historical Reserve Design Guidelines as described in the scope of work. The motion passed unanimously.

Approve Lease for Public Restrooms in the Firehouse

Council Action: A motion was made by Councilmember Powell, second by Councilmember Walti to approve the Firehouse Public Restroom Lease with Sirec LLC. The motion passed unanimously.

COUNCIL REPORTS

Councilmember Powell had nothing to report.

Councilmember Walti had nothing to report.

Councilmember Bright reports the new Island Transit routes are being used, especially Sunday service.

Councilmember Moore attended an Island County Law and Justice meeting and reports our jail is fully staffed which most other jails have not been able to accomplish. Also, new standards for jails are coming soon and everyone is anxious to see how it affects the Island County jail.

Councilmember Henderson reported that the Whidbey Camano Tourism Committee has RFQ's out for three positions. The RFQ's are due soon and they hope to have made their selections by mid-December.

DISCUSSION

The Mayor led a discussion on some parameters for the new Business License the Town plans to implement in 2024. A \$25 initial and renewal fee were discussed. The Mayor suggested the Town require businesses licenses for all brick-and-mortar businesses as well as home occupation businesses. The Mayor recommends we do not require business licenses for temporary and non-resident businesses, or nonprofits. Department of Revenue (DOR) will take care of all the renewals and will let us know when a new business in our Town pays for a State business license. The town will have to continue to administer our own special licenses such as short-term

rentals, fireworks, cabaret, etc. DOR will charge a late fee and keep that revenue. There will be some administrative work for the Twon to justify the \$25 fee. The Town Council agreed with most of the parameters. Council Member Powell would like us to reconsider the requirement for home occupations to have a business license, especially types that don't have any customers or signage. The Mayor said she would talk to DOR to see if certain home occupations could be eliminated from the business license requirement.

EXECUTIVE SESSION – RCW 42.30.110 (1) (i) and (b)

At 7:39 pm the Mayor called to order an Executive Session to discuss with legal counsel potential litigation and to consider the selection or a site of acquisition of real estate. The Executive Session will end at 8:00 and when the Council reconvenes, action may be taken. Extended to 8:05. Extended to 8:10.

Council Action: A motion was made by Councilmember Bright, second by Councilmember Henderson to opt out of the class action suit with Dupont and 3M regarding PFAS litigation. Passed unanimously.

ADJOURNMENT: 8:12 p.m.

Respectfully Submitted:

MAYOR:


Clerk Treasurer Jennifer Carpenter


Molly Hughes

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