

**Town of Coupeville  
Regular Council Meeting  
November 28, 2023  
6:30 p.m.**

**PRESENT:** Mayor Hughes, Councilmembers Jenny Bright, Rick Walti, Jackie Henderson, and Michael Moore. Pat Powell arrived at 6:42pm.

**STAFF PRESENT:** Clerk Treasurer Jennifer Carpenter, Planning Director Jesse Davis

**CHANGES AND APPROVAL OF THE AGENDA**

Mayor Hughes added an Executive Session according to RCW 42.30.110 Section 1 to review performance of public employee.

Agenda was approved as amended.

**APPROVAL OF MINUTES**

The Minutes of Budget Workshop on November 9<sup>th</sup>, 2023 were approved as submitted.

The Minutes of Regular Council Meeting on November 14<sup>th</sup>, 2023 were approved as submitted.

**MAYOR'S REPORT**

- Mayor Hughes attended quarterly Economic Development Council of Island County board meeting. The board approved the secession policy and work plan for 2024. Commended EDC Board Director, Sharon Sappington, for her work.
- Mayor Hughes disclosed that Town Hall was closed for two days in November due to staff illness. Rarely happens but wanted to let council know. No issues/complaints from the public.
- Mayor Hughes announced upcoming Christmas Parade and Tree Lighting.

**AUDIENCE INPUT**

NONE

**PUBLIC HEARING**

Mayor Hughes opened second public hearing on Ordinance 791 – Town of Coupeville 2024 Budget at 6:40pm. No public comment was submitted. Mayor asked council if they had any questions on the proposed the budget. No questions from Council. Mayor Hughes closed the public hearing at 6:43pm.

**NEW BUSINESS**

**Ordinance 791 – Town of Coupeville 2024 Budget**

Action: Motion was made by Councilmember Henderson, seconded by Councilmember Moore, to approve Ordinance 791 adopting the 2024 budget including expenses of \$8,346,558. The motion passed unanimously.

**Ordinance 788 – Amendments to Flood Damage Prevention Regulations**

Action: Motion was made by Councilmember Bright, seconded by Councilmember Henderson, to approve ordinance 788 amending flood damage prevention regulations in Chapter 16.45 of Coupeville Town Code, as amended. The motion passed unanimously.

**Building Official Contract with City of Langley – Resolution 23-09**

Action: Motion was made by Councilmember Walti, seconded by Councilmember Henderson, authorizing an agreement with the City of Langley to share Building Official personnel for a term to end December 31, 2024. The motion passed unanimously.

**Reappoint Michelle Cook and Gary Armstrong to the Planning Commission**

Action: Motion was made by Councilmember Bright, seconded by Councilmember Henderson, recommending the reappointment of Commissioner Cook, term ending March 31, 2026, and Commissioner Armstrong, term ending March 31, 2027, to the Planning Commission. The motion passed unanimously.

**Christmas Parade and Red Ticket Special Event**

Action: Motion was made by Councilmember Henderson, seconded by Councilmember Moore, to approve the street closures for the Christmas Parade on Saturday, December 2<sup>nd</sup>, 2023, and the Red Ticket Drawing on Sunday, December 17<sup>th</sup>, 2023. The motion was passed unanimously.

**Cancel December 26, 2023 Council Meeting**

Action: Motion was made by Councilmember Moore, seconded by Councilmember Powell, to cancel December 26<sup>th</sup>, 2023 Coupeville Town Council Meeting. The motion was approved unanimously.

**Approval of October Payroll and A/P Claim Vouchers**

Action: Motion was made by Councilmember Walti, seconded by Councilmember Bright, to approve the October 2023 payroll checks numbering 10080 – 10136, and EFT payments totaling \$226,491.50. The motion was approved unanimously.

**COUNCIL REPORTS**

Councilmember Henderson - Reported that Langley and Coupeville Chamber's have created a joint holiday shopping catalogue.

Councilmember Moore – Reported that the Law and Justice Council meeting that was scheduled for November 22<sup>nd</sup>, 2023 was cancelled.

**EXECUTIVE SESSION**

Executive session convened at 7:17pm, to last for 30 minutes, ending at 7:47pm. Executive session was extended to 8:00pm. Executive session ended at 8:05pm.

**ADJOURNMENT: 8:05pm**

Respectfully Submitted:



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Deputy Clerk Chris Jolly

MAYOR:



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Molly Hughes

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