



**TOWN COUNCIL MEETING
Island County Hearing Room
February 24, 2026
6:00 pm**

CALL TO ORDER

PLEDGE OF ALLEGIANCE

CHANGES AND APPROVAL OF AGENDA

APPROVAL OF MINUTES

- Regular Meeting of February 10, 2026

MAYOR'S REPORT

PRESENTATION – Water Reuse Feasibility Study Results
Joe Grogan, Jeff Tasoff, Jacobs Engineering

AUDIENCE INPUT - See NOTE

NEW BUSINESS

1. Approve Right of Entry Agreement with the Navy

COUNCIL REPORTS

STAFF REPORTS

DISCUSSION

- Proposed changes to the T-Mobile Cell Tower at the Town Archives Building
- Historic Whidbey, America 250 Reenactment

AUDIENCE INPUT

ADJOURN

NOTE: The public will be able to access the meetings in real time, by phone.

As a reminder: This is time set aside for members of the public to speak to the Council about subjects of concern or interest, or items not already set aside for a public hearing. Audience input is limited to 3 minutes per person. Input requiring more lengthy comment is best submitted in writing. Audience input should not be used to support a candidate or ballot measure, as this is prohibited by law.

To join the meeting from your computer, tablet or smartphone.

<https://www.gotomeet.me/TownOfCoupeville/coupeville-town-council-meeting>

In the event of technical difficulties, the virtual attendance option is not guaranteed.

To access the Town Council meeting remotely, by phone dial 571-317-3122 and use access code 707-347-805.

TOWN OF COUPEVILLE
Regular Council Meeting
February 10, 2026
6:00pm

CALL TO ORDER

At 6:01pm, Mayor Hughes called the meeting to order and led the Council in reciting the Pledge of Allegiance.

PRESENT

Mayor Molly Hughes, Councilmembers Jenny Bright, Rick Walti, Kristo Allred, Evan Henrich, and Jackie Henderson

STAFF PRESENT

Deputy Clerk Chris Jolly, Community Planning Director Josh Pitts, Public Works Director Joseph Grogan

APPROVAL OF AGENDA

Mayor Hughes added a letter of support for a Public Works Assistance Account

Action: A motion was made by Councilmember Bright, seconded by Councilmember Henderson, to approve the agenda of the February 10, 2026 Regular Council Meeting as amended. The motion passed unanimously.

APPROVAL OF MINUTES

The Minutes of the January 27, 2026 Regular Council Meeting were approved as submitted.

MAYOR'S REPORT

- Mayor Hughes reported that the Town will received \$300,000 in unexpected funds from IRTPO to work on two traffic studies. One traffic study is for the Broadway-SR20 intersection, and the second is for the addition of a right turn lane at N. Main St and SR20. WSDOT said their traffic engineers will assist with these two studies. These two studies were originally planned for 2028 but will now be completed in 2026.
- County Commissioner Melanie Bacon called a special meeting with all the municipalities and the sheriff's office to discuss what to do in the event of an ICE raid in our community. Sheriff Felici reinforced that the Island County Sheriff's Office will not facilitate or assist ICE in any way. If ICE is conducting a raid, call 911 and the Sheriff's office will respond to bear witness. If bystanders interfere with ICE, they will be arrested.
- The Town had a table of information at the Sound Water Stewards University on February 7. It was a very successful day, with over 200 students and instructors at the event.
- Public Works Director Grogan will be applying for a WCIA Risk Reduction Grant to replace the ADA pads on sidewalk intersections.

- Mayor Hughes is looking into adding an Automated External Defibrillator at the Rec Hall. Hughes is currently researching costs and will look for grants or a sponsor for the new AED.
- Historic Whidbey is working with an organization to put on a historically-accurate Revolutionary War reenactment and camp in the Town Green, in celebration of America250. The Town has a lot of preliminary questions and has been working with Historic Whidbey to sort those questions out. Historic Whidbey will be submitting a Special Event Permit application soon.
- Town Hall will be closed on Monday, February 16, 2026, in observance of Presidents Day.
- Councilmember Henderson commented that she appreciated the information about scams in the Town Newsletter, and believes it may need to be sent out more than once per year.

AUDIENCE INPUT

Dorte Callahan suggested doing a scam education class at the Island Senior Resources weekly Lunch and Learn.

NEW BUSINESS

Resolution 26-01 – Revision of Personnel Policies Section 3.3 Medical, Dental, and Vision Insurance Benefits

Action: A motion was made by Councilmember Henderson, seconded by Councilmember Allred, to approve Resolution 26-01 amending Town of Coupeville Personnel Policies, Section 3.3 Medical, Dental, and Vision Insurance Benefits. The motion passed unanimously.

Historic Preservation Commission Appointment

Action: A motion was made by Councilmember Walti, seconded by Councilmember Bright, to appoint Meg Olson to the Historic Preservation Commission as a Town of Coupeville representative. The motion passed unanimously.

Letter of Support for Older Americans Act

Action: A motion was made by Councilmember Henderson, seconded by Councilmember Bright, to authorize the Mayor to send letters to Senators Murray and Cantwell, and Representative Larsen supporting funding for the Older Americans Act. The motion passed unanimously.

After discussion with the Council, it was determined that Mayor Hughes may write letters or communicate with our elected officials about legislation that impacts the administration of the Town without approval from the Council.

Parks and Recreation Workshop

Action: A motion was made by Councilmember Bright, seconded by Councilmember Henderson, to set a Council Workshop to discuss Parks and Rec priorities on March 5th, from 6:00pm to 8:00pm at the Coupeville Library. The motion passed unanimously.

Payroll and A/P Voucher Approval

Action: A motion was made by Councilmember Allred, seconded by Councilmember Henrich, to approve December 2025 (13th month) A/P Transactions and Checks #11577 - #11593 for a total of \$26,063.21; January 2026 A/P Transactions and EFT payments #11594 - #11632 for a total of \$558,490.46; and January 2026 Payroll EFT Transactions for a total of \$161,139.48. The motion passed unanimously.

COUNCIL REPORTS**Councilmember Henrich**

Councilmember Henrich reported that the Law and Justice Council met at the end of January. They discussed the behavior health program at the jail and its importance. Henrich also reported that the Sheriff's Office has a full slate of Deputies for the first time in 10 years, and that preliminary discussion was had about a new jail, or an expansion to the existing jail.

Councilmember Bright

Councilmember Bright will be serving as the Board Chair for Island Transit this year. Island Transit recently had a visit from Representative Rick Larsen. The Board will have its annual retreat in March.

DISCUSSION**Countywide Planning Policies**

Community Planning Director Pitts led a discussion with the Council about the Countywide Planning Policies update. Housing allocations for Coupeville did not rise, but the percentage of housing changed due to Island County taking on more allocations originally intended for Oak Harbor.

Sign Code Update

Community Planning Director Pitts led a discussion with the Council about updates to the Town's sign code as it pertains to portable signs. Councilmembers asked about business input and how the rules apply to non-profits, clarifying questions around placement language and best practices, and non-commercial language on signs. Councilmember Bright also commented that per the Council's direction, the sign code update should only be for A-Frame or Sandwich Board signs.

AUDIENCE INPUT

Dorte Callahan commented that she'd like to see "professional appearance" be a requirement for portable signs.

ADJOURNMENT

At 8:21pm, Mayor Hughes adjourned the meeting.

Respectfully submitted,

MAYOR

Deputy Clerk Chris Jolly

Molly Hughes

DRAFT

TOWN OF COUPEVILLE

From the Desk of Public Works Director Joe Grogan

MEMORANDUM

February 20, 2026

TO: Town Council
RE: Jacobs Engineering Water Reuse Feasibility Study

Council,

The Town was awarded a grant to update its 2010 reclaimed water feasibility assessment as new alternatives for water reuse are available. The goal of the update is to obtain approval from the Washington State Department of Ecology (Ecology) and Washington State Department of Health (DOH) to reuse Class B effluent from the Town's wastewater treatment plant (WWTP) and reduce or even eliminate effluent discharge to Penn Cove.

Jacobs Engineering identified water reuse in the AKART "All Known, Available, and Reasonable Treatment" Analysis as a nutrient removal option for the town's wastewater treatment plant.

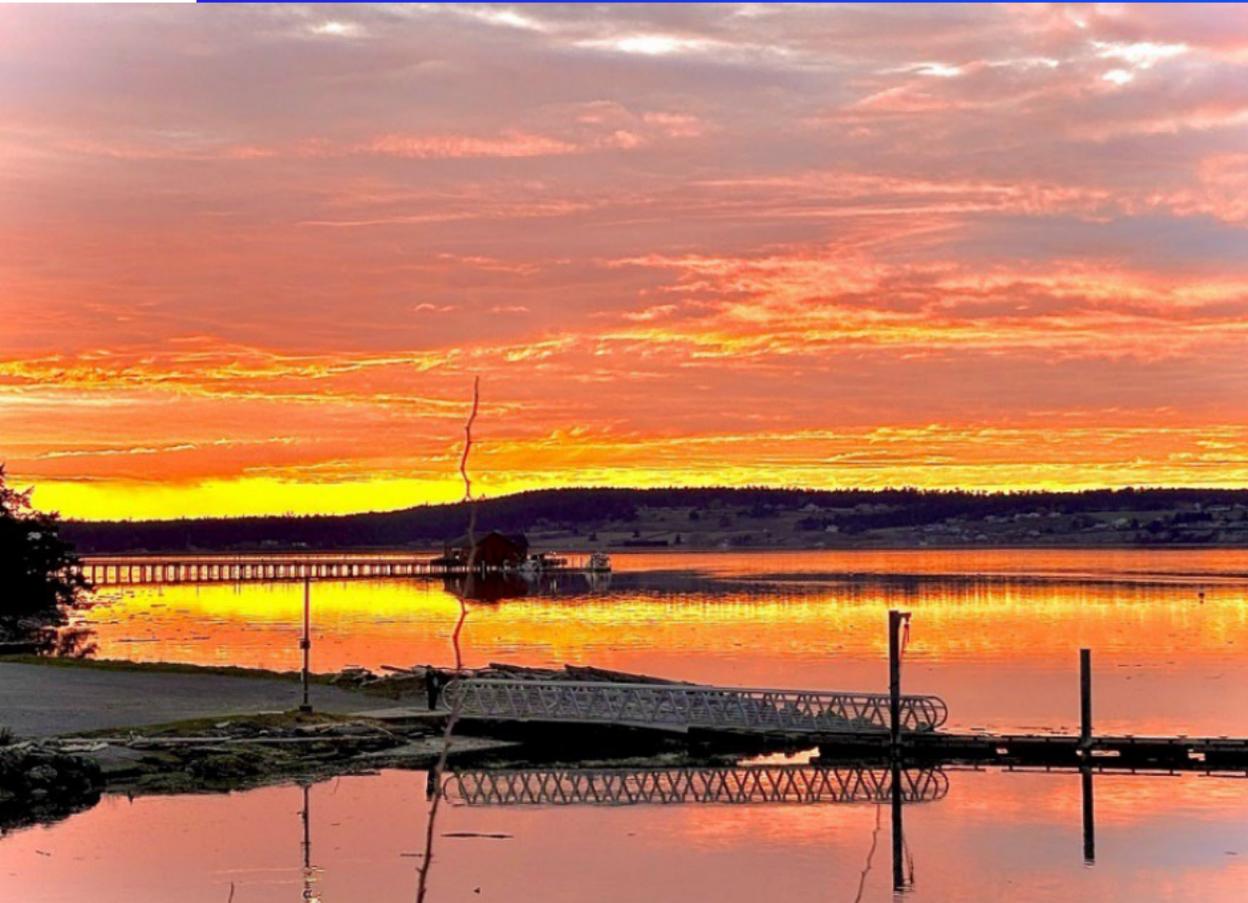
The Town's water reuse project would provide beneficial use by reducing wastewater discharge to Penn Cove, providing an additional water supply source for local irrigators, and potentially reducing irrigation withdrawals from shallow potable aquifers.

Representatives from Jacobs Engineering will be making a presentation and answering questions about the feasibility study at the Council meeting.

Thank you.

Town of Coupeville Water Reuse Feasibility Assessment

February 2026



Jacobs

Challenging today.
Reinventing tomorrow.

Town of Coupeville Water Reuse Feasibility Assessment

Document no: 250915090952_a3499f15

Revision: Draft Final

Town of Coupeville, Washington

Town of Coupeville Water Reuse

February 2026

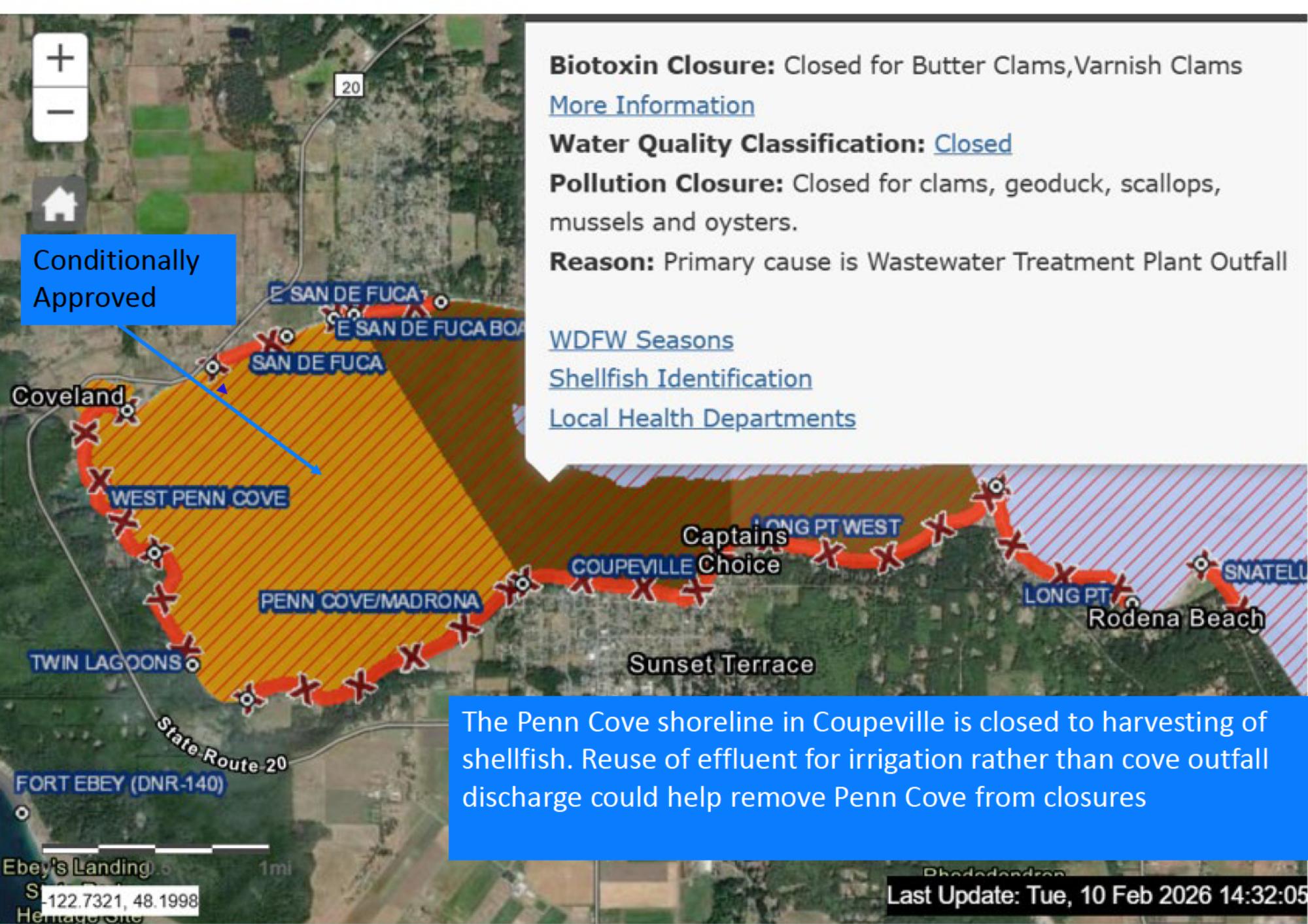
Jacobs

Challenging today.
Reinventing tomorrow.

The Study is to determine the feasibility of Reuse and its Costs and Benefits considering several alternatives

A goal is to reduce or even eliminate effluent discharge to Penn Cove. Penn Cove is a listed impaired water body not fully supporting designated uses and a shellfish aquaculture zone.

Reuse water provided to farmers could increase the long-term viability of Agriculture in the Ebey Prairie area



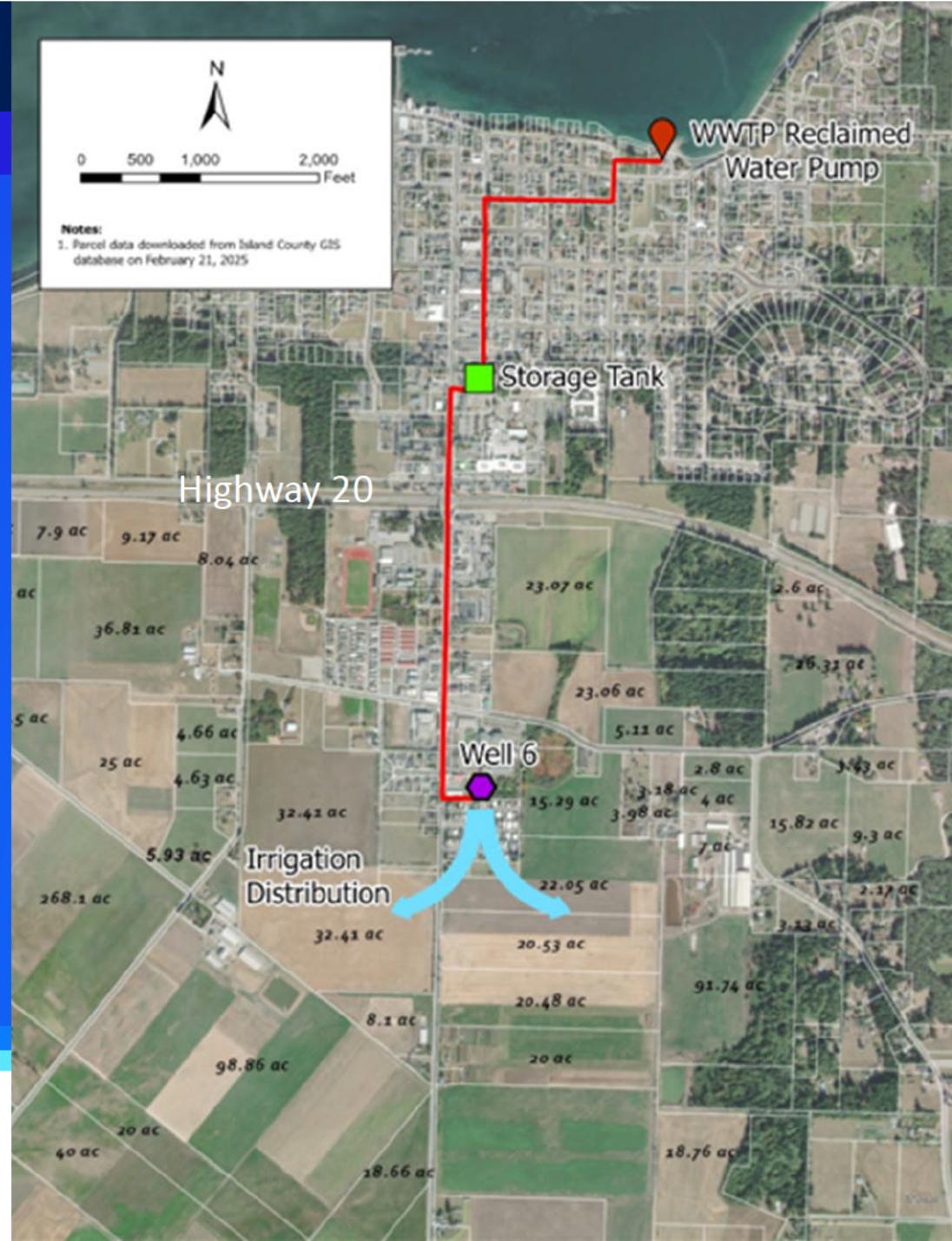
Washington
 State Dept. of
 Health Shellfish
 Safety
 Information
 Website Image

Challenging today.
 Reinventing tomorrow.

- **Alternative 1:** Allows farmers to connect to the reuse water supply near the high school for direct reuse in the summer.
- Continue to discharge water to Penn Cove in the winter
- Use the currently produced Class B reuse water which has the same disinfection standard as Class A reclaimed water.

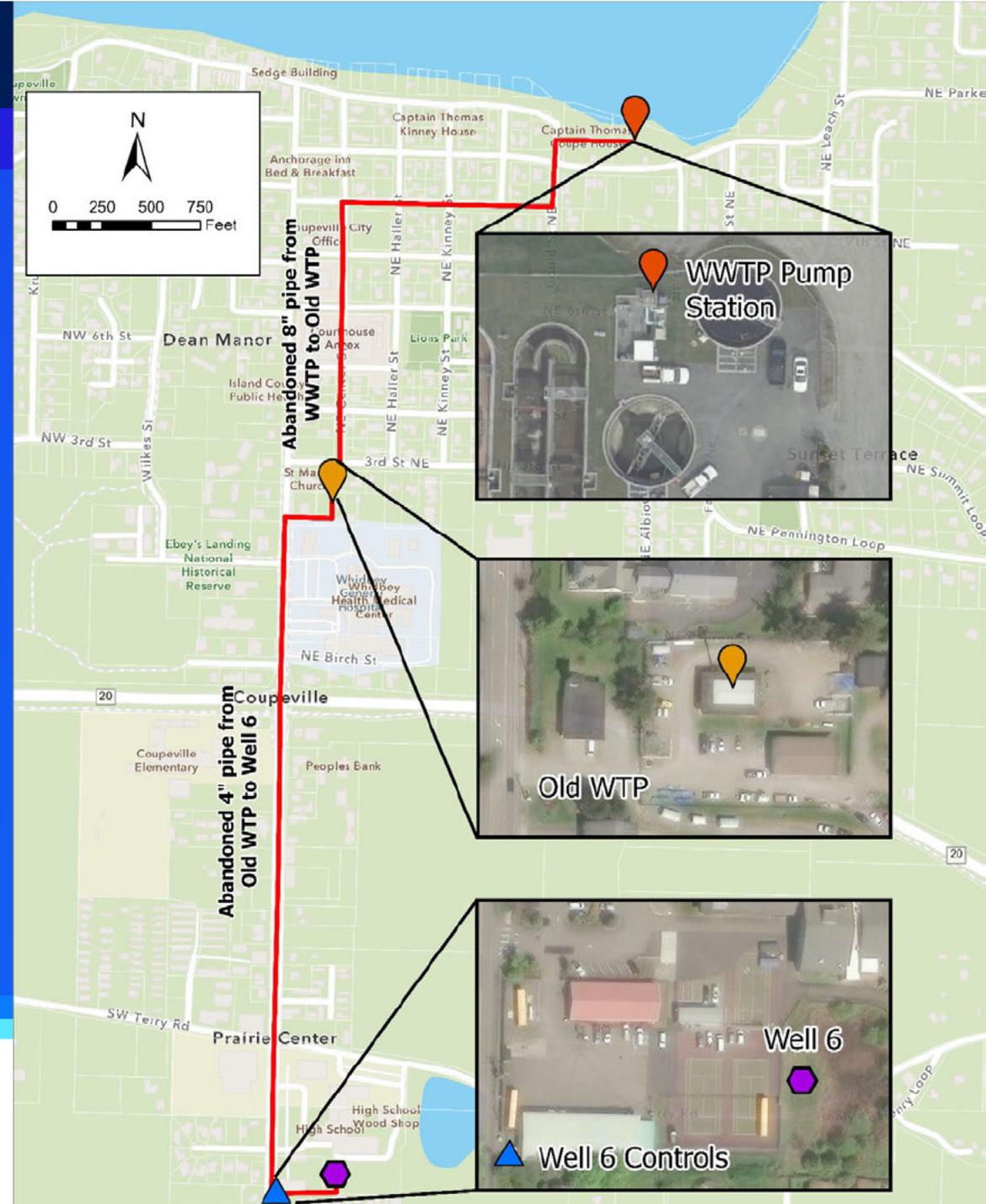


Over 1,000 acres of Agriculture is within 2 miles of Well 6. Much of the land would benefit from irrigation





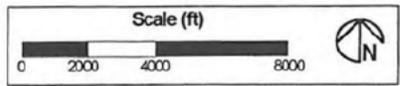
Existing Pipelines could convey water through town to minimize construction disruptions



- **Alternative 2A:** Class B reuse water produced in the winter could be stored in Well 6 aquifer by injecting the water into the well, storing it as a reuse water bubble in the saline aquifer, and pumping it back out for summer irrigation.
- Well 6 is an abandoned municipal well 520 feet deep in a saline aquifer that is not suitable for potable water production. The saline aquifer is the deepest of five known aquifers.
- Only one other well is in this aquifer, and it is also not in use. This method of reuse is referred to as aquifer storage and recovery or ASR. Peak flows at the WWTP would continue to be treated and discharged to Penn Cove during large storm events.



LEGEND

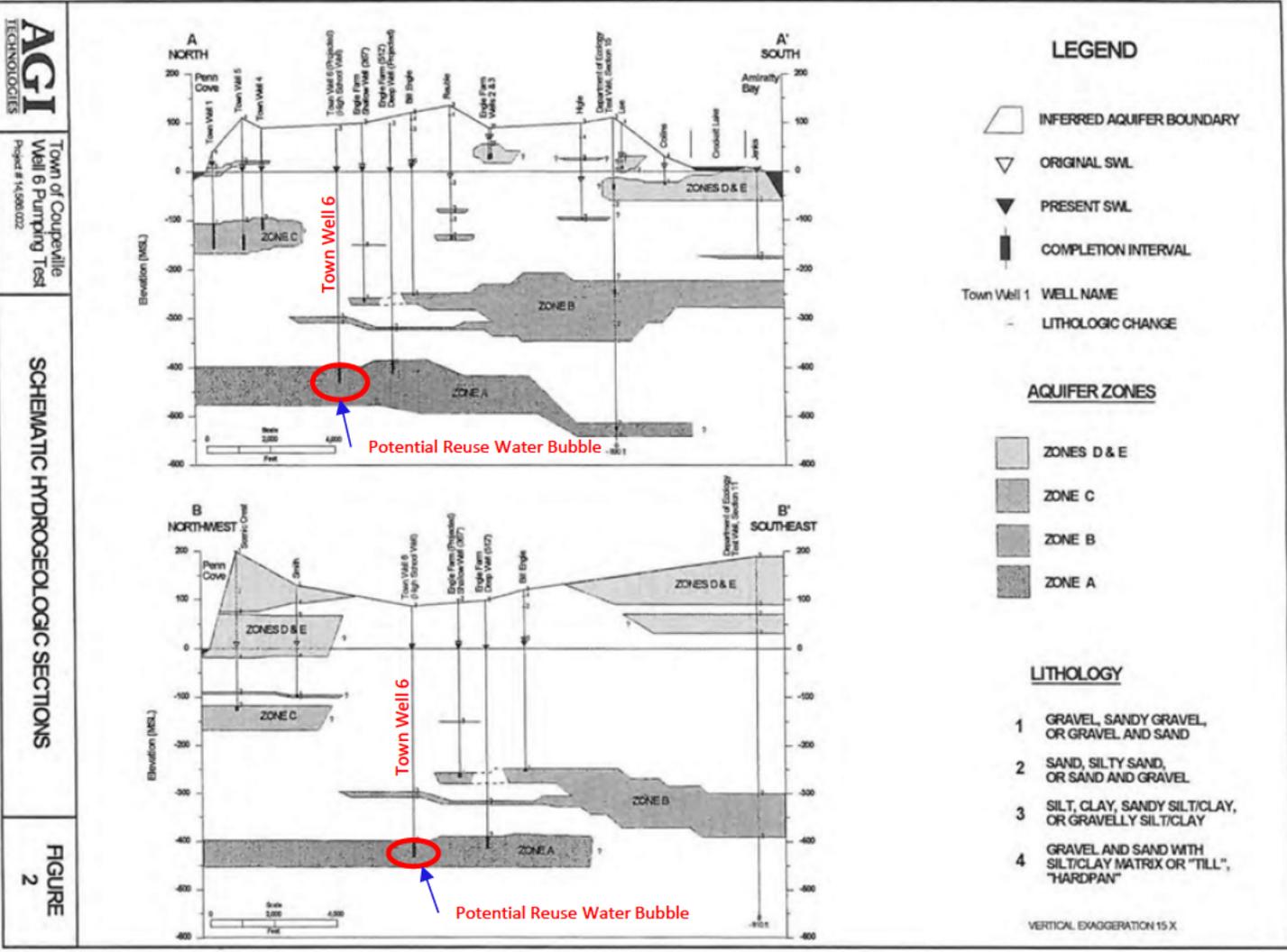


- MONITORING WELL
- ⊕ OBSERVATION WELL
- LINE OF SECTION

SITE MAP

FIGURE 1

Well 6 Location relative to other wells and Profile Cross Sections of the Aquifers Near Coupeville



LEGEND

- ▭ INFERRED AQUIFER BOUNDARY
- ▽ ORIGINAL SWL
- ▼ PRESENT SWL
- ▬ COMPLETION INTERVAL

- Town Well 1 WELL NAME
- LITHOLOGIC CHANGE

AQUIFER ZONES

- ZONES D & E
- ZONE C
- ZONE B
- ZONE A

LITHOLOGY

- 1 GRAVEL, SANDY GRAVEL, OR GRAVEL AND SAND
- 2 SAND, SILTY SAND, OR SAND AND GRAVEL
- 3 SILT, CLAY, SANDY SILT/CLAY, OR GRAVELLY SILT/CLAY
- 4 GRAVEL AND SAND WITH SILT/CLAY MATRIX OR "TILL", "HARDPAN"

VERTICAL EXAGGERATION 15 X

AGI TECHNOLOGIES
Town of Coupeville
Well 6 Pumping Test
Project # 14,000.022

SCHEMATIC HYDROGEOLOGIC SECTIONS

FIGURE 2

- **Alternative 2B:** is the same as Alternative 2A with Class B reuse water except that additional conveyance capacity would be added to capture and reuse all flows including peak flows and eliminate the use of the WWTP outfall to Penn Cove.
- This alternative would make additional water available for irrigation and could help to restore shellfish harvest in the currently closed or conditionally approved areas near Coupeville.
- Increasing the harvestable acreage of shellfish is a goal of reuse

- **Alternative 3A** : upgrades the WWTP to produce Class A reuse water (the highest quality) and is otherwise similar to Alternative 2A.
- Class A water can be used on vegetable crops and public landscape areas like school grounds and parks. It may also be easier to get an ASR permit with Class A water.
- **Alternative 3B** : would increase the capacity of the reuse system to use ASR for all WWTP flows and discontinue use of the Penn Cove outfall, similar to 2B but with Class A reuse water

Recommendations

- **Start with Alternative 1 with Summer Reuse**
- **Expand the Reuse Benefits As Funding Allows:**
 - Add ASR at Well 6 for winter storage (Alternative 2A)
 - Add additional pumping and pipe capacity to reuse peak flows and stop use of the outfall (Alternative 2B)
 - Upgrade the WWTP to Class A reuse water and stop the use of the outfall (Alternative 3B)

Cost Estimate Summary

Alternative	Total-Capital-Cost	Yearly-O&M-Cost	Net-Present-Value	Annualized-Cost
Alternative-1	\$240,000	\$25,000	\$565,198	\$43,450
Alternative-2A	\$560,000	\$60,000	\$1,340,476	\$103,051
Alternative-2B	\$1,240,000	\$100,000	\$2,540,794	\$195,326
Alternative-3A	\$2,410,000	\$651,500	\$10,884,671	\$836,772
Alternative-3B	\$3,090,000	\$741,500	\$12,735,385	\$979,047

Next steps:

Gain support from the Community and Town Council

**Advance the study to the Engineering Design phase
with the additional details needed for permitting and
grant applications**

Discussion and Questions?

TOWN OF COUPEVILLE

From the Desk of Mayor Molly Hughes

MEMORANDUM

February 20, 2026

TO: Town Council

RE: Right of Entry Agreement with the Navy

Council,

The Navy continues to try and define the perimeter of the PFAS plume. They have drilled many monitoring wells on their property. They want to drill two monitoring wells on our 40-acre water plant property. These wells would be between our well 106, which is non-detect, and their parallel well that does test positive for PFAS. They hope this will help define the edge of the plume.

The Navy needs to delineate the plume for their more permanent CERCLA clean up of the site. We want this work to be done to protect our aquifer and are happy to partner with them.

Thank you.

Motion: Move to authorize the Mayor to sign the Right of Entry Agreement with the Navy for parcel #R13114-250-4610, our water plant property, at 434 Wanamaker Road, Coupeville, WA.

RIGHT OF ENTRY

THIS AGREEMENT IS MADE this _____ day of _____, 2026 by and between Town of Coupeville (the "OWNER") and the United States of America, acting by and through the Department of the Navy, Naval Facilities Engineering Systems Command Northwest 1101 Tautog Circle Silverdale, WA 98315, (the "NAVY").

WHEREAS the OWNER owns certain piece(s) of real property located at 434 Wanamaker Road, Coupeville, WA 98239, being Parcel # R13114-250-4610 (the "Premises"), as shown on Exhibit "A" and

WHEREAS the NAVY seeks access to the Premises for the purposes of installation of a groundwater monitoring well pair, groundwater well sampling, and land survey of the well locations in support of its Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) response action on private properties.

NOW THEREFORE, it is mutually agreed as follows:

1. For and in consideration of the mutual benefits to be derived, the OWNER grants the NAVY a non-exclusive right to enter the Premises to install a groundwater monitoring well pair, conduct groundwater sampling, and land survey on the Premises for a period of time not to exceed five (5) years from the date of this Agreement, with the option to automatically renew the term of this Agreement for an additional five (5) years, unless sooner terminated in accordance with terms below. The NAVY will notify the OWNER of the intent to renew, not less than thirty (30) days' written notice prior to the expiration of this Agreement.
2. Periodic monitoring, maintenance, and sampling of the groundwater well pair will occur over the five (5) year duration of this Agreement, or a shorter period should the NAVY determine the wells are no longer needed. Upon the Navy's determination the wells are no longer required, the wells will be abandoned at NAVY's sole expense.
3. The NAVY's work to be performed on the Premises includes the occasional use of mobile equipment, such as drilling and development rigs as needed. All debris generated from the NAVY's activities on the Premises will be removed and properly disposed of by the NAVY. The NAVY will endeavor to perform the work so that it does not unreasonably interfere with the OWNER's use of the Premises.
4. The NAVY's work hours will generally be restricted to the hours of 8 a.m. until 5 p.m. Monday through Friday. However, activities may periodically occur after 5 p.m. and on weekends. If any deviation from this schedule becomes necessary, the NAVY will discuss with the OWNER prior to undertaking such work. Entry to the Premises by the NAVY, its officers, employees, and authorized representatives (including contractors), shall be made upon not less than twenty-four (24) hours prior notice to the OWNER. In the event tenant(s) occupy the Premises, the OWNER will provide notification to said tenant(s).

5. The NAVY shall bear the costs of all activities performed under this Agreement by its officers, employees, and authorized representatives, including contractors and subcontractors, on the Premises, with no cost or expense to the OWNER.
6. It is understood and agreed that the NAVY is not acquiring title or any other real property interest in the Premises from the OWNER by executing this Agreement.
7. The OWNER provides access to the Premises on an "as is" basis, with no guarantee regarding the condition of the Premises or its suitability for the NAVY's use.
8. Liability for damage caused by the NAVY, its officers, employees, and agents, arising from all work on the Premises performed under this Agreement shall be determined in accordance with the provisions of the Federal Tort Claims Act ("FTCA"), 28 U.S.C. §§1346(b) and 2671, et seq., or the Military Claims Act ("MCA"), 10 U.S.C. § 2733, as applicable. In no case will the NAVY's liability exceed that allowable under applicable law, including the FTCA and MCA, or available appropriations.
9. This Agreement shall be governed by and construed in accordance with applicable law. As provided in Section 121(e) of CERCLA, no Federal, State or local permit shall be required.
10. The NAVY will provide the OWNER groundwater sampling results to the extent allowed by Federal law.
11. In signing this Right of Entry, I understand that geographical information in the form of latitude and longitude coordinates of sampling locations on this property will be associated with specific sampling results shared with regulatory agencies supporting DoD's cleanup efforts and may become publicly available. Personally identifiable information (PII) such as names and addresses will not be released and remains protected from public release by the Freedom of Information Act (5 U.S.C. § 552).
12. OWNER may terminate this Agreement in the event the NAVY fails to comply with the terms and conditions of this Agreement or in the event of a change of ownership or use of the Premises that OWNER deems inconsistent with the NAVY's continued use of the Premises. Prior to terminating this Agreement, it is requested that the OWNER give the NAVY not less than thirty (30) days' written notice to remedy the OWNER's concerns.
13. The NAVY may terminate this Agreement if it is determined the Premises is no longer needed to support the NAVY's mission. The NAVY shall provide OWNER with written notification of the termination of this Agreement.
14. Upon expiration or termination of this Agreement, the NAVY shall be granted 180 days from the date of expiration or termination, to decommission the groundwater monitoring wells in accordance with the standards of well abandonment set forth at the Washington Administrative Code (WAC) 173-160.

- 15. Nothing contained in this Agreement is intended, or should be interpreted, to require an obligation or expenditure of funds in violation of the Anti-Deficiency Act, 31 U.S.C. § 1341. Additionally, nothing contained in this Agreement shall be considered to imply that the Congress of the United States of America will, at any later date, appropriate sufficient funds to meet the NAVY's obligations under this Agreement or any deficiencies hereunder.
- 16. This Agreement constitutes the entire agreement between the parties regarding the NAVY's permitted use of the Premises. Any modification or amendment to this Agreement must be in writing and signed by all parties hereto.
- 17. The Real Estate Contracting Officer ("RECO") or his/her designated representative is the NAVY's point of contact for matters relating to this Agreement. All written notices shall be sent to the points of contact identified in Exhibit "B".

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date written above.

TOWN OF COUPEVILLE, WA

UNITED STATES OF AMERICA

By: _____
 Molly Hughes
 Mayor
 Town of Coupeville

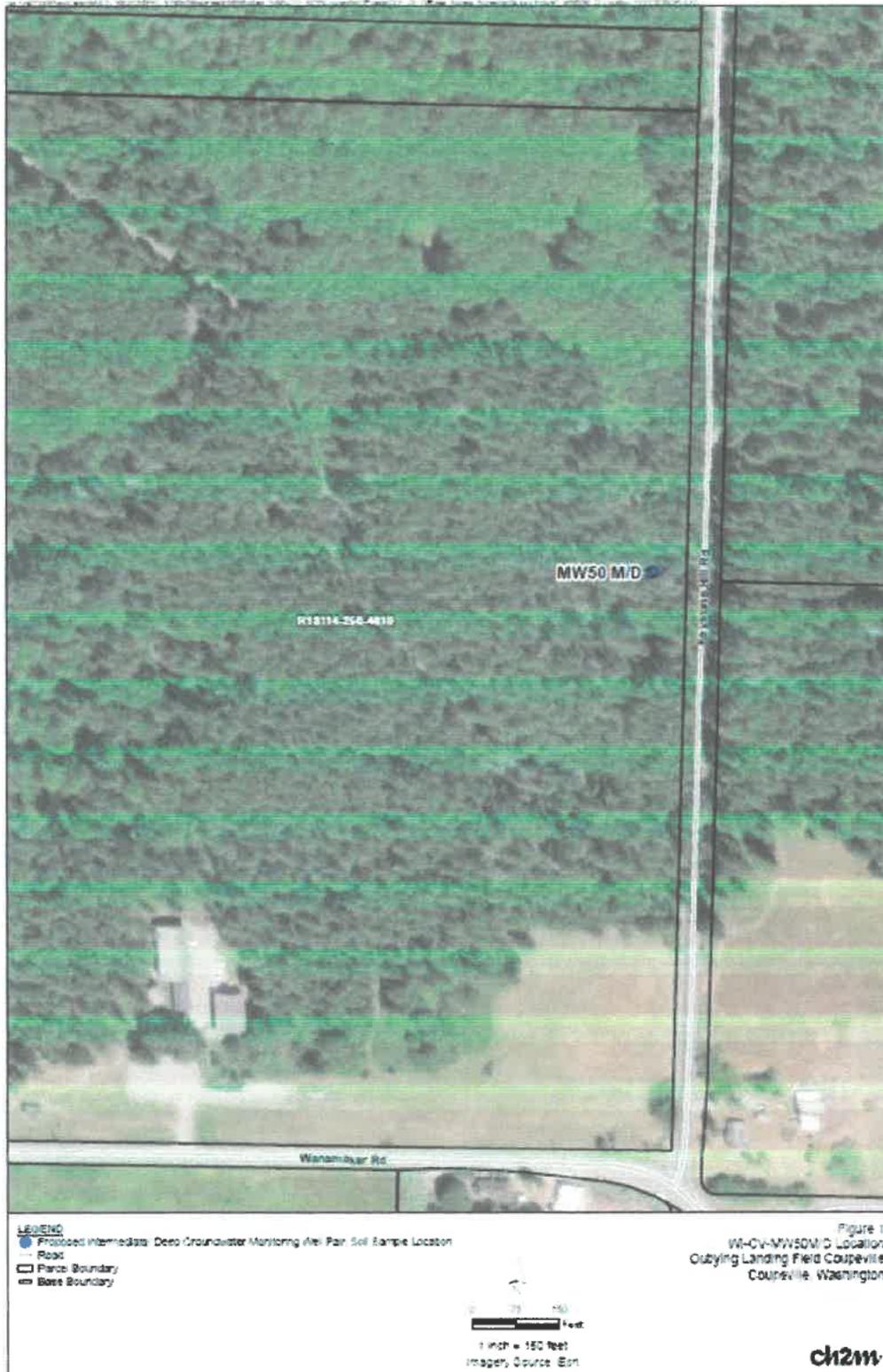
By: _____
 Kelly Skiff
 Real Estate Contracting Officer
 NAVFACSYSCOM Northwest

Date: _____

Date: _____

Exhibit A: Site Map

CUI - PII



CUI - PII

Exhibit B: Point of Contact Information

NAVY Real Estate Point of Contact:

Mandy Huson, Realty Specialist
NAVFACSYSCOM NW
1101 Tautog Circle, T-076
Silverdale, WA 98315-1101
Phone: 360-396-5191
Email: amanda.r.huson.civ@us.navy.

NAVY On-Site Work Point of Contact:

Janice Horton, Remedial Project Manager Environmental Restoration
NAVFACSYSCOM NW
1101 Tautog Circle, Suite 110
Silverdale, WA 98315-1101
Phone: 360-556-0621
Email: janice.l.horton5.civ@us.navy.mil

Property Owner's On-Site Point of Contact:

Joe Grogan, Public Works Director
Town of Coupeville
4 NE Seventh Street,
Coupeville, WA 98239
Phone: [REDACTED]
Email: publicworks@townofcoupeville.org

STAFF REPORT

DATE: February 19, 2026

TO: Mayor Molly Hughes and Members of the Town Council

FROM: Joseph Grogan, Public Works Director

RE: Public Works Summary Report

I am pleased to report that we have received a letter of intent from the department of ecology to fund a grant for a nutrient optimization pilot study at the town's wastewater treatment plant in the amount of \$350,000. This will pay for two pieces of equipment, and I will complete a report on the findings after operating for one year.

In parks: The removal of the holiday lights took center stage and the crew has been preparing an area for future improvements at the town park.

In water: The crew did an outstanding job locating and repairing the leaks from the windy weather in January.

In sewer: Hannah and I met with our program manager Merita Trohimovich for an annual wastewater treatment plant evaluation for the Department of Health. The inspection went very well, Merita recommended no change in the shellfish closure zone at this time, as the wastewater treatment plant shows good effluent quality.

In Streets: The crew were able to take advantage of the dry weather catching up with some delayed maintenance. They also did a great job cleaning the debris after the windstorm.

The water treatment plant treated just under 7,000,000 gallons in January. This is above the average of just under 6,500,000 gallons. I believe this was due to a very large leak after the storm.

The wastewater treatment plant The crew replaced a very large bearing that was difficult to access. The plant treated 5.29 million gallons in January, the 24-hour flows were low for this time of year, from a high of 317,000 gallons to a low of 131,000.





STAFF REPORT

Date: February 10, 2026

To: Mayor Hughes and Town Council

From: Marshal Miller

Re: Month of January 2026

Town Calls For Service

In December, calls for service totaled 102, led by 14 Public Assistance complaints, and 10 Welfare Checks. The increase in Welfare Checks is not surprising being similar to prior years in January. 911 Hang up calls dropped by nearly half in January, while animal complaints rose slightly; most likely due to the deer with a band wrapped around it on the east side of town. Other call types remained within normal ranges in January.

Hunting season is over

We had a few calls about hunters in the area during the last days of December and into January. In all cases, it was found the hunters were legally hunting from the water in and around Penn Cove. It was disappointing to see some of the debris left behind by some of those hunters so if you have any influence in that community, it would be great to see them police the areas they hunt to leave fewer shells in the water to wash ashore.

Cold Weather Season

We've had a few cold mornings and a few foggy mornings, both to be expected as the early part of the year progresses. This is a good time to stress attention to road conditions and visibility over the next few weeks. If history holds true, we've got at least one more good freeze coming in February and maybe even a late snowstorm. Stay prepared!

Fraud

We continue to get calls about fraudulent phone calls and texts. The good news is there are more people recognizing these calls or calling to ask about them before falling for the scam. It's no time to let your guard down though, there's always a new scammer around the corner and they're looking for those vulnerable to their ploy.

Door to Door Soliciting

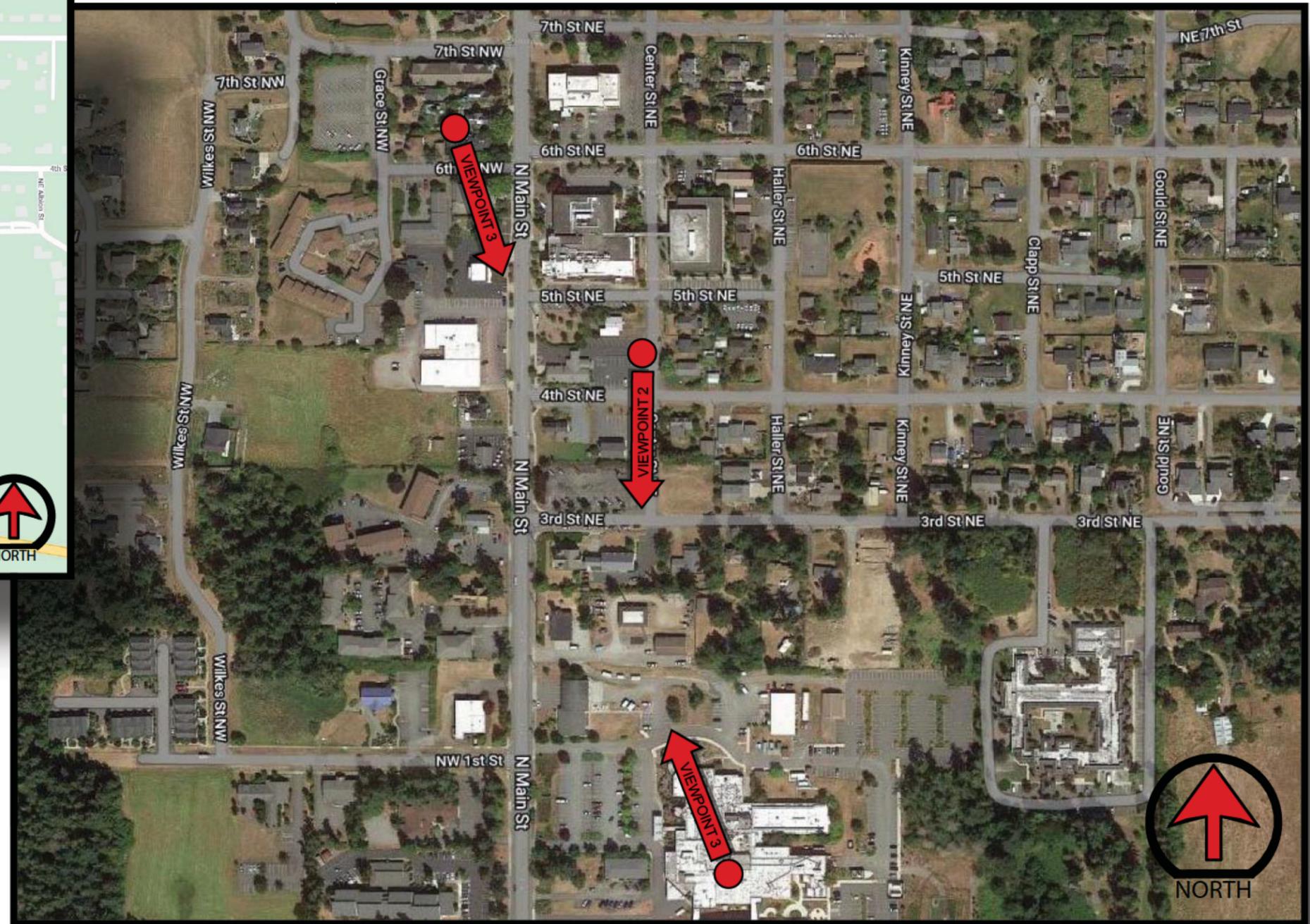
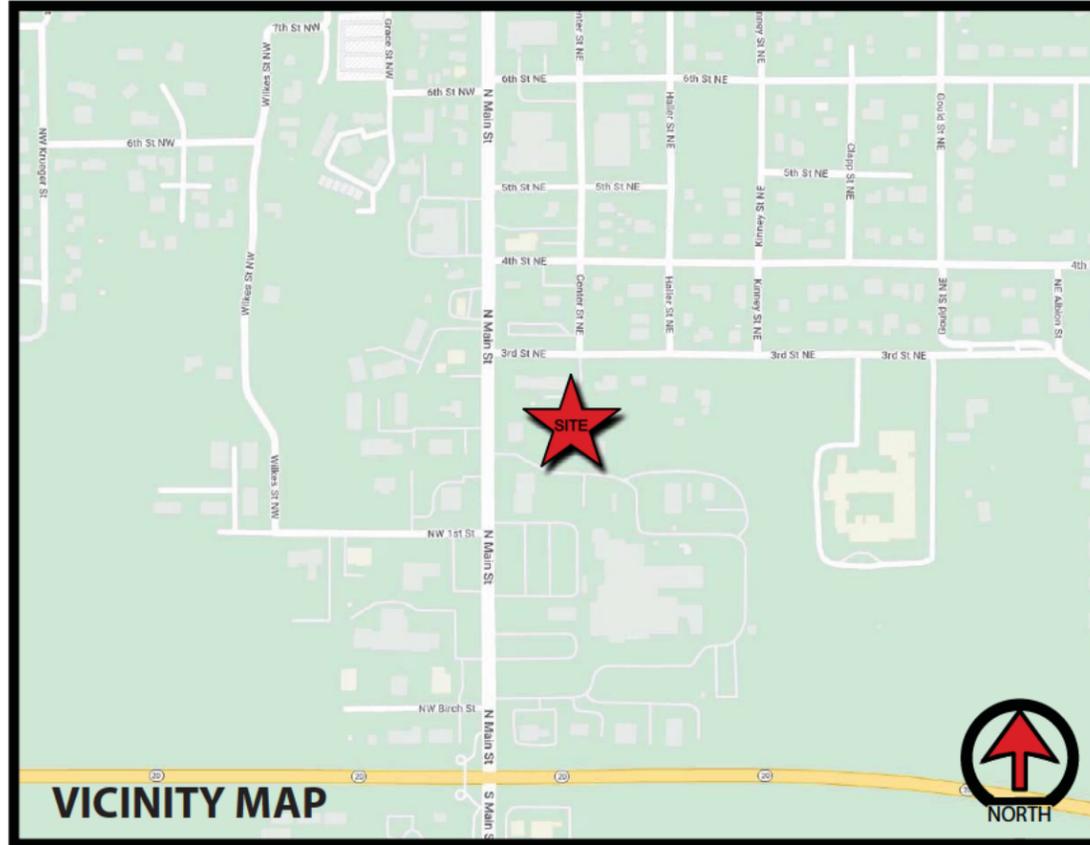
Coupeville Town Code 5.24.020 outlines requirements for door-to-door solicitors to obtain a Peddler's license before working within Coupeville Town Limits. Over the past few months, I have contacted at least 3 groups of individuals operating without licenses and educated them on the Town Code. So, if they happen to come to your door, it is fair for you to ask to see their Coupeville License and if they don't have one, please call ICOM's non-emergency number (360)679-9567 to report the visit.



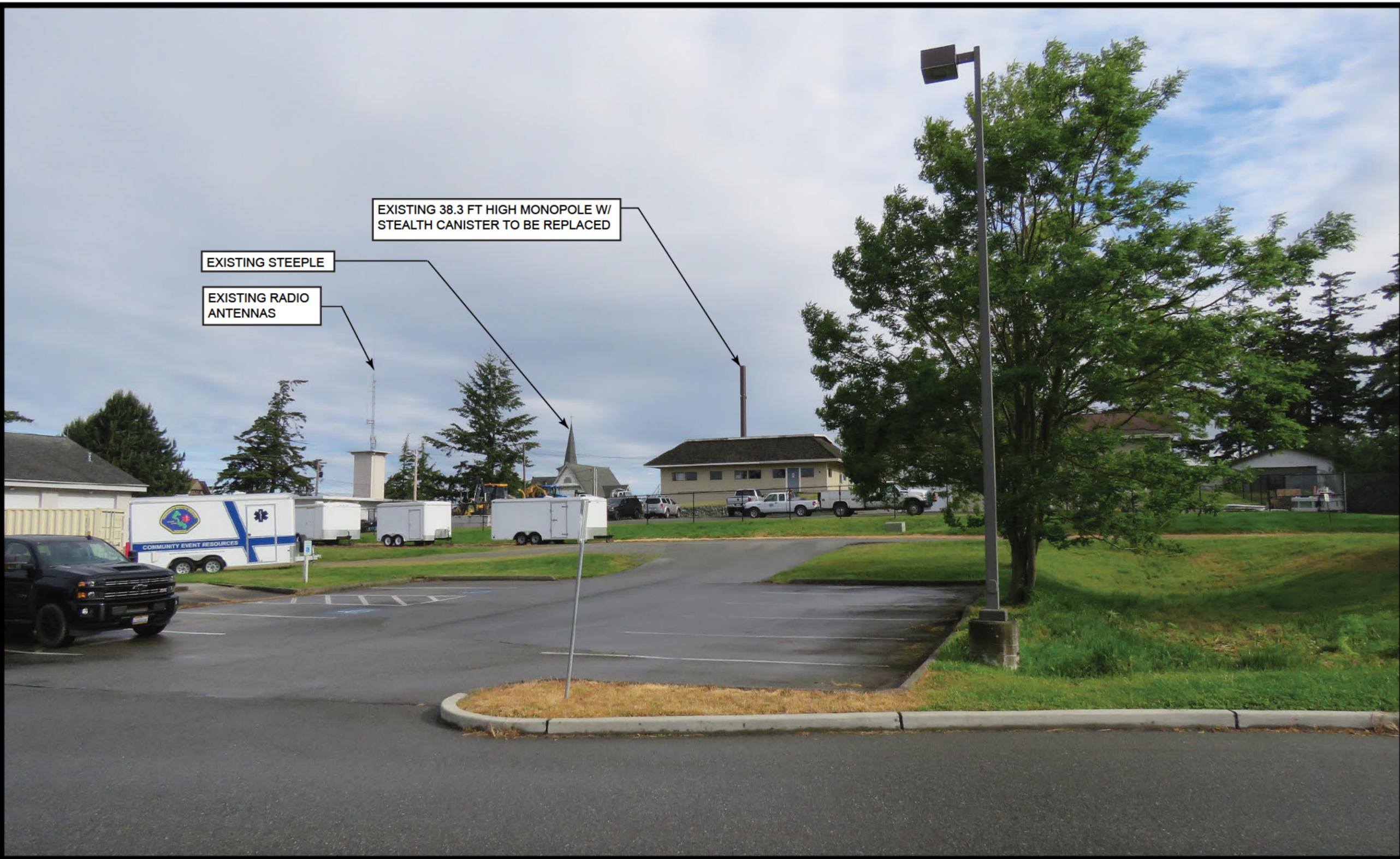
PHOENIX TOWER
INTERNATIONAL

US-WA-1013
COUPEVILLE
201 N. MAIN ST.,
COUPEVILLE, WA 98239

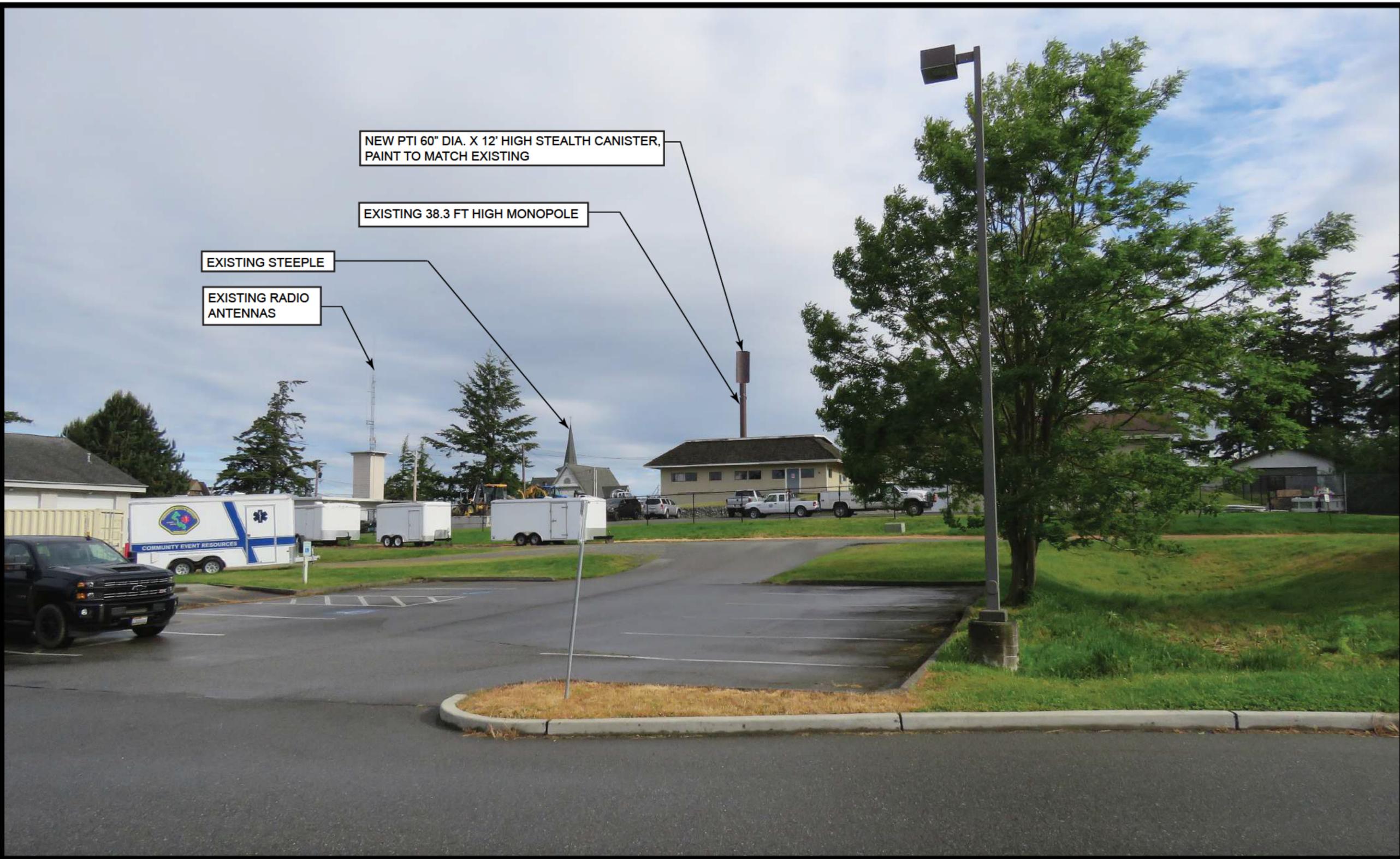
Technology Associates



AERIAL MAP



VIEWPOINT 1 - EXISTING



VIEWPOINT 1 - PROPOSED



VIEWPOINT 2 - EXISTING



VIEWPOINT 2 - PROPOSED



VIEWPOINT 3 - EXISTING



VIEWPOINT 3 - PROPOSED