

**The City of Cove
Council Meeting Minutes
October 5, 2021**

Mayor Sherry Haeger opened the regular session of the Cove Common Council at 7:00 p.m. with Council President Matt McCowan, Councilor Shawn Parker, Councilor Jordan Hackwith. Also present in person at the meeting were Public Works Director Dave Johnson, City Recorder Sherry Riley. Public presence: Maxine Parker, Alexis Cannon, Carolyn Hinckley. Representing Anderson Perry & Associates, Brad Baird.

Virtual attendance was on "Go to Meeting":

Public: Michael Otterstein, Mike Riley.

Council members not present: Councilor Lana Shira, Councilor Alan Cadinha, Councilor Jason Stone.

Call to Order/Roll Call

Mayor Sherry Haeger called the Meeting to Order and led in the **Pledge of Allegiance**.

City Recorder Sherry Riley took Roll Call, and a quorum was determined to be present.

Mayor Sherry Haeger asked of people online when speaking to state name, location and why you were here.

Additions or Changes to the Agenda

Mayor Sherry Haeger announced additions to the Agenda:

- Charter approval Bank Statements
- Hiring of Part Time Clerk
- High school student

Public Comment – No public comment given.

Announcements & Presenters:

- Cove Rural Fire Department moved to November 2nd Council Meeting.
- Anderson Perry & Associates – Brad Baird
 - Public Works Director Dave Johnson invited Brad to discuss the TSP. Brad opened he would like to bring up to speed all of Cove's development codes. He provided handouts he prepared:
 - Outlining general information concerning Transportation System Plans (TSP) and an update of the City's development code.
 - Development Code Codification and Reformat providing Example Scope of Work with a Schedule and Fee Estimate
 - Chart with Typical TGM Grant Timeline – You turn in a Pre-Application in March. It is due in July. They go through their August through September evaluation to make awards in September. At that point, you get a consultant and do the study. You would engage with Union County Planning to consider beyond City boundaries, otherwise just the City planning. Example: There are usually 20 awarded a year in the State of Oregon. Typically, out here in Eastern Oregon most people who apply for them get them because there are not a lot of people applying for them. It is competitive.
 - Transportation & Growth Management (TGM) Program Eligible Grant Projects
 - City of Cove Bicycle-Pedestrian Plan Draft August 1995

Brad walked the Council through the handouts containing valuable information giving insight to what is involved.

*SLH
under duress*

The TGM has two types of grants available from ODOT:

- Category 1 – Transportation System Planning. It looks at your overall town, roads network, arterials and how the whole town will layout. Residential is what you are looking for would be included in Category 1.
- Category 2 – Integrated Land Use and Transportation Planning. It might sound like the same thing, but say you have a targeted area like a data center. You can get a study to see what it would do to that part of town.

Public Works Director Dave Johnson mentioned he spoke with Cheryl Jarvis-Smith who said, one thing you need to keep in mind the Council needs to come up with the justification as to why. Age is not a realistic justification to apply for a TGM Grant. The Council needs to come up with some goals – our road network has changed, or we are having more growth in certain parts of town, or our street standards don't fit. It is a process with work sessions.

Council President Matt McCowan thanked Brad for all the information.

Mayor Sherry Haeger confirmed.

Brad Baird said, Dave had mentioned updating the City's development code which refers to your Comprehensive Land Management Plan 1984, Subdivision & Partition 1-1990, and Zoning 1984-3 Ordinances. These are old documents. Things contradict. A lot of cities are doing a Code Codification and reformat process. Take all these documents and update them to current development standards. They can make them all refer to the same wording on the computer, so it is more accurate. It would be in a GIS database system, so it is all online. Then you would go through Public Hearing getting them officially figured out. Part of the process too is sometimes these get amended here and there, but they never actually got codified. It is labor intensive. When we are done you would have hard copies and everything digital. Easy to use. The bulk of this work is not the map site. It is a 6-to-8-month process. We would sit down with Dave Johnson and Sherry Riley, ask what you would need. Some towns have a special consideration.

Mayor Sherry Haeger stated the path she would like to take is have our TSP done in our Committee Meeting and then decide there what to do then present to the Council and see what we want to do. We wouldn't have a decision until November.

Councilor Shawn Parker agreed.

The Council thanked Brad.

Consent Agenda

- Approval of prior Council Minutes
- Approval of Bills to be Paid

Council Vote: Council President Matt McCowan motioned to approve the prior Regular Council Meeting Minutes and the Bills To Be Paid. Councilor Shawn Parker 2nd the Motion. Unanimous vote.

Public Hearing

7:30 p.m. – Roger and Carolyn Hinckley Variance and Minor Partition Property 03S4015CA-400 Mayor Sherry Haeger reported Hearing Disclosure Statement (ORS 197,763). There were no conflicts or exparte contact or personal bias declared by the Council.

The Staff Report was read by City Recorder Sherry Riley.

- The applicants are requesting to divide the property into two parcels – Minor Partition. The Western portion of the property is only 111 ft wide. In order to allow for a 20 ft flag to the parcel in the rear, the Parcel 2 would only be 91 ft wide, thus requiring a variance.

Written Testimony was presented to the Council.

Applicant's Testimony provided by Carolyn Hinckley.

Carolyn stated, we are asking for a minor partition to separate the property and a variance on Parcel 2 from 100 ft to 91 ft.

Proponent's Testimony: None given.

Opponent's Testimony: None given

Applicant's Rebuttal: None given.

Mayor Sherry Haeger closed the Hearing.

Council Deliberation & Final Decision

Council Vote:

Council President Matt McCowan moved approval of the Variance application by Roger and Carolyn Hinckley from 100 ft to 91 ft on Parcel 2, that the applicants have satisfied the City of Cove Variance Criteria identified in the Variances Section 10.02 REQUIRED CONDITIONS because of the applicant's exhibit responding to variance criteria and verbal testimony.

Councilor Jordan Hackwith 2nd the motion. Unanimous vote.

Councilor Jordan Hackwith motioned approval of the Minor Partition application by Roger and Carolyn Hinckley, that the applicants have satisfied City of Cove Partition and Subdivision Ordinance Section VIII Tentative Plan Requirements because of their Tentative Plan exhibit prepared by a professional licensed surveyor. Condition of the Cove City Council approval for Union County Planning to sign the Final Plat.

Councilor Matt McCowan 2nd the motion. Unanimous vote.

Recorders Report

Recorder Sherry Riley

- Part-Time Billing Clerk position is posted with the Oregon Employment Department. More applications have been received and phone inquiries coming in. I will schedule a Hiring Committee Meeting with the members confirming availability. At the meeting, the committee will go over the applications and review the interview questions.
- Retirement gift for Donna Lewis who has been the City of Cove Recorder for 21 years.
 - **Council Vote:** Jordan Hackwith motioned to spend \$400 for Donna's retirement gift. Councilor Shawn Parker 2nd the motion. Unanimous vote.
 - Brad Baird of Anderson Perry & Associates said he would give \$100 towards Donna's retirement gift. The Council thanked Brad.

Mayor Sherry Haeger wanted to go over the Part Time Billing Clerk Job Description and make changes as she considered the duties to be that of the City Recorder and was comparing to the City of Union's Recorder Job Description. The Job Announcement, Job Description and Job Application were emailed to the Council prior to August 3, 2021, Council Meeting. The Mayor went through the job description with the Council. The Council and the Recorder stated what was in the job description was what was needed to fill the position as the Clerk would be back up for the Recorder with some similar duties. Council President Matt McCowan and Councilor Shawn Parker stated they work all the time with people they hire who need to be able to do similar duties. The Council discussion lasted approximately 30 minutes, after which the Mayor took a 5-minute break from the Council Meeting. The Mayor returned and apologized.

Council Meeting Discussion with Mayor/Council regarding the Mayor wanting to Change the Part-Time Billing Clerk Job Description:

Mayor Sherry Haeger Do you have anything else in your report Sherry?

Recorder Sherry Riley: Yes. We will do the hiring committee thing. So, I will schedule a date out that works for everyone on the committee. As Jason is not here. Alan is not here. Dave and I and Mayor Sherry.

Mayor Sherry Haeger: I do have input there. I would like to have a committee meeting even if it is on the phone earlier than that. Cause I just have a couple of questions about the Job Description. I just don't know and I have questions about it. I mean we could do it here.

Recorder Sherry Riley: It is part of the Committee.

Mayor Sherry Haeger: I think it is too detailed. I have about 5 questions about it.

Recorder Sherry Riley: Okay.

Mayor Sherry Haeger: And basically, what it is and your guys can look up the Job Description it is online. I don't understand some of the things that say... It sounds like your job description Sherry. That is what I am worried about. I am worried about it being your job description and this is the part time person that does water and sewer billing. That is the jest.

Recorder Sherry Riley: Well it is mostly going to be water and sewer, but they have other things that they can also do to help out to fill in.

Mayor Sherry Haeger: Absolutely agree.

Recorder Sherry Riley: Because we can do the 16 hours, but we have 4 other hours so they need to have something to do.

Mayor Sherry Haeger: I have no qualm about it. I don't think it should be a requirement for one thing to be a Notary Republic. That would be nice but I don't think it is a requirement.

Recorder Sherry Riley: Well that is why it is down there as it is always handy.

Public Works Director Dave Johnson: If the Recorder needs a notary signature, the clerk notarizes.

Recorder Sherry Riley: This is what we need for back up in the office.

Mayor Sherry Haeger: This is why we need a committee meeting.

Council President Matt McCowan: I am not on the committee...

Mayor Sherry Haeger: Well, knock it off.

Council President Matt McCowan: but I am wondering why won't the Council. We've always had this.

Mayor Sherry Haeger: Okay well let's talk about it really quick so then maybe we don't need a committee meeting. Do you mind?

Recorder Sherry Riley: Well, the committee was chosen included you, Jason, Alan...

Mayor Sherry Haeger: Well, then maybe we don't need to have it. Let's do it simple. If you guys think that the person needs to be a notary, then I am good with it.

Council President Matt McCowan: The committee presents the candidates.

Recorder Sherry Riley: Yeah, because the Committee comes up with a discussion and goes through the interviews.

Mayor Sherry Haeger: Yeah. I totally get it.

Recorder Sherry Riley: Okay, but they go through the applications and then they decide who to interview.

Mayor Sherry Haeger: Here is my confusion.

Recorder Sherry Riley: Wait a minute, I am not finished.

Mayor Sherry Haeger: Okay I am sorry.

Recorder Sherry Riley: And then they report to the Council what they discovered. Then they go from there.

Mayor Sherry Haeger: Okay, I totally get it. Here is my misunderstanding probably, I thought the Committee was going to work together to come up with the Job Description and that did not happen. So that is my.

Council President Matt McCowan: The Job Description has already set.

Mayor Sherry Haeger: When was it set?

Councilor Shawn Parker: Years ago.

Mayor Sherry Haeger: Okay, why can't we talk about a different Job Description?

Councilor Shawn Parker: Are we hiring for a different position?

Recorder Sherry Riley: This is work that happens within the office that Dave and I work with.

Mayor Sherry Haeger: I totally understand. First off let me say this, I am not trying to cause trouble. I am really not. I have a responsibility to understand as the Mayor who we are going to hire. That is in the Charter.

I appoint them and the Council approves them. So, I just can't appoint someone Willy Nilly, right?

Council President Matt McCowan: Nope.

Mayor Sherry Haeger: But I feel like I have this responsibility to the Citizens of Cove based on the Charter and based on my own um love of Cove.

Council President Matt McCowan: Do you want to create a new position?

Mayor Sherry Haeger: I don't know. That is a conversation I thought that the Committee was going to have.

Recorder Sherry Riley: It is not in the Budget for more hours.

Council President Matt McCowan: It is not in the Budget. What we have the Budget for 20 hours, \$17 an hour.

Mayor Sherry Haeger: It says 16 to 20 hours. It doesn't have a range. So this is my I don't understand and that is why this needs to be a Committee Meeting, I think. So we don't go into the detail here. I don't understand why. It feels like an exact duplicate of Sherry's job. I know this person is supposed to back her up, but I don't understand why some of the items are listed as a requirement. Like they don't need to be an expert in Excel, I don't think.

Recorder Sherry Riley: Oh, we use Excel a lot.

Mayor Sherry Haeger: I understand they use it a lot, but an advanced expert in Excel? That is somebody like me. You are not going to get me for \$16 to \$17 an hour. I think they need to know how to use Excel. They need to know how to use Word, but I am afraid it's setting the expectations of those people that applying that they are going to be more or have more than it really will be, when I read it.

Councilor Shawn Parker: Are you thinking with the requirements, we won't get an application?

Mayor Sherry Haeger: We won't get the right people. That is what I am worried about because I think that we will, I mean I already know people that want the job. I don't know what their skill set is.

Councilor Shawn Parker: If they met the requirements you...

Mayor Sherry Haeger: Oh I don't have a problem with it. If they meet all the requirements, I think the requirements are too stringent. That's my problem.

Councilor Shawn Parker: I am wondering, you think we will get the wrong people that they will be overqualified?

Mayor Sherry Haeger: That is what I am worried about. I am worried about it will cause a pool of people that may not have a job satisfaction.

Council President Matt McCowan: One of the things if I may.

Mayor Sherry Haeger: I wasn't done.

Council President Matt McCowan: Okay. Go ahead. I thought we were having a discussion.

Mayor Sherry Haeger: We are. Why are you throwing your pen?

Council President Matt McCowan: No, I am not. I set it down.

Mayor Sherry Haeger: Okay. Go ahead.

Council President Matt McCowan: You are wanting to hire somebody that isn't qualified for the qualifications that we have asked for then doesn't that change her job title to babysitter? Teacher?

Mayor Sherry Haeger: No. Absolutely not.

Council President Matt McCowan: Well, if they are not qualified to do the jobs that were asked of her, then she has to do it. Then why does she need an assistant if the person is not qualified?

Mayor Sherry Haeger: Well, that's a pretty good question. The jobs that are in the job description sound to me like Sherry's job. So why do we need somebody else if Sherry is doing the job. I understand they have to be there for a backup. I get that. I don't have any question about that. But I don't think they need to know things and truthfully I will give full disclosure, I got the same job description from the City of Union and they

said, Our job description is that of the Recorder, not of a part time assistant. So that is kind of where I am coming from. I am just concerned. I am not saying it can't be what it is right now. I just don't understand it.

Council President Matt McCowan: So...

Mayor Sherry Haeger: That is why I am asking for a meeting sooner rather than later.

Recorder Sherry Riley: We do need a backup Notary.

Mayor Sherry Haeger: Okay that's fine. That is a conversation we would have in the meeting. You would say, we need this back up. We need the person to be a notary. So they can be the backup.

Recorder Sherry Riley: The Recorder's qualifications are a lot more than that.

Mayor Sherry Haeger: Okay. I get that. I am not in disagreement with you guys. I just want to have a conversation and I don't know why it is being controversial.

Councilor Shawn Parker: Well, we didn't set those requirements. Donna has used those in the past.

Recorder Sherry Riley: These are refined. We reworked these.

Mayor Sherry Haeger: So here is what I don't like hearing is we have always done it that way.

Recorder Sherry Riley: No. These are revised as of a few months ago.

Mayor Sherry Haeger: Okay. I still, I just heard this is what Donna said. This is what we should do. Donna doesn't work here.

Recorder Sherry Riley: I helped do this Sherry. I put this together.

Mayor Sherry Haeger: Okay. Well do I not have the authority to ask questions? That is my...

Councilor Shawn Parker: You can ask questions.

Council President Matt McCowan: You can ask questions too.

Recorder Sherry Riley: Yes. You can ask questions.

Mayor Sherry Haeger: Absolutely 200%. Here's my question, if I have the authority to ask questions and have a discussion, do we want to do it in this meeting or can we have a separate committee meeting to have my questions answered?

Council President Matt McCowan: I thought that is why you have a Hiring Committee.

Mayor Sherry Haeger: That is why I want to have a Hiring Committee and Sherry said we are not going to do it until after we get applicants. I don't want to do it then. I want to before we have applicants.

Council President Matt McCowan: So you want to change the Job Description.

Mayor Sherry Haeger: I did not say that Matt.

Council President Matt McCowan: I am just asking.

Recorder Sherry Riley: You just did.

Mayor Sherry Haeger: No. I don't want to change the Job Description.

Council President Matt McCowan: What would take place in the meeting prior to the meeting?

Mayor Sherry Haeger: It would be a meeting for me to understand if I am going to help pick the right person. That's what would happen.

Recorder Sherry Riley: How about we go over the applications that we have received and figure out who qualifies best for the job?

Mayor Sherry Haeger: How do you know that, I mean I just don't understand why the Council didn't see the qualifications before. If they were changed in this meeting, we have never had - these were the qualifications.

Recorder Sherry Riley: These were given out a couple of months ago in Council email. I sent them.

Mayor Sherry Haeger: I understand that. And when I read it online, it was not exactly what I had in hard copy. Maybe I have an old hard copy. I don't know.

Recorder Sherry Riley: It is the same as the one I printed.

Mayor Sherry Haeger: I am struggling with why do you guys have a problem with me wanting to have a meeting before?

Councilor Shawn Parker: We are having a discussion right now. No question about that.

Mayor Sherry Haeger: I know, but I have a lot of questions. We could have it here, but it could make our meeting go until 9 o'clock.

Councilor Shawn Parker: Okay. That's fine. Better than a whole other meeting.

Mayor Sherry Haeger: Okay. Do you want me to go through the questions? Okay. That's what we'll do.

Recorder Sherry Riley asked Mayor Sherry Haeger: Can I get a copy of your questions Sherry?

Mayor Sherry Haeger: I don't have them written down. I have the Job Description with things circled. That I have questions on.

Recorder Sherry Riley: Okay. Let me get copies for the Council. (Copies given to Councilors Shawn, Matt and Jordan).

Mayor Sherry Haeger: So I am looking at the Part Time Billing Clerk City of Cove that I got off the website.

- So I totally understand, *Responsible for monthly billing of water and sewer accounts. Name, address changes, changes in services and notices on delinquent accounts.* I get that.
- *Weekly, record and prepare for deposit all payments to water and sewer accounts.* Got it. So these are their duties that they always do. Right? Okay.
- *Maintain accurate records of payments and all information on water and sewer accounts.* How is that different than where it says, *Following duties performed direction of the City Recorder or in her absence?*

Recorder Sherry Riley: We take in applications and put them into data entry.

Mayor Sherry Haeger: I am sorry. I wasn't done. The 4th item... Matt, why are you shaking your head?

Council President Matt McCowan: I'm not.

Mayor Sherry Haeger: I am calling you on the carpet because you always say, Quit poking the bear and I don't want to hear that. I just want to have some clarification. I feel like you are being contrary.

Council President Matt McCowan: Please ask your question.

- Mayor Sherry Haeger: *Under Following duties performed from direction of the City Recorder or in her absence: Make journal entries for water and sewer billing and revenues received.* So do they do that on a regular basis or only if you are not there Sherry? So how is that different from the top section 3rd line down? *Maintain accurate records of payments and all information on water and sewer accounts.*

Recorder Sherry Riley: Okay, we also have books we put paper copies in to cross reference with things that are in the computer.

Mayor Sherry Haeger: So normally you do that?

Recorder Sherry Riley: It is combined.

Mayor Sherry Haeger: Okay so shouldn't that be at their duties performed vs just if you are not there.

Recorder Sherry Riley: I will think about that. Okay?

Mayor Sherry Haeger: Okay. The other thing I am okay with is cleaning, maintenance the office areas needed. I am sure you guys all keep the toilets clean. Let's see. Where it says,

- *Performs various clerical services. Meets public, gives information, answers inquires/complaints and refers inquiries to the appropriate parties.* So I just want to understand this is the first section and also, *Represent the City before the public and other governmental entities and agencies. Maintain effective relationships with other governmental bodies. Maintain public relations programs as to keep the public informed of the city's activities, needs and accomplishments.*

Mayor Sherry Haeger: So I feel like that is your job.

Recorder Sherry Riley: No. It is anyone who answers the phone questions. So we are answering their questions or finding out the information that they need.

Mayor Sherry Haeger: Okay. So when somebody comes in here you may not greet them, it will be this person.

Recorder Sherry Riley: We both greet them. We back each other up.

Councilor Shawn Parker: She could be at the bank making a deposit.

Recorder Sherry Riley: I could be at the bank or at the post office.

Mayor Sherry Haeger: That would be in your absence. That wouldn't be her main role. That is all I am saying.

Recorder Sherry Riley: That is just one of the things that could happen. They need to be able to accomplish.

Mayor Sherry Haeger: So when we give them a review and they don't do this part very well, does that mean that they are not good at their job?

Recorder Sherry Riley: No we look at improving and helping them.

Mayor Sherry Haeger: Okay does this mean they have to, if they need to improve. I don't think you understand my question. My question is, Is this a core duty of theirs or are they the back up? That is my question.

Recorder Sherry Riley: Represent the City and the Agency, they are also a face of the City of Cove as well as I am.

Mayor Sherry Haeger: Okay so 2 people can't have the same job. In my mind, I don't think 2 people can have the same job. If Shawn and I are both here and I am working on Excel and sitting here and he is sitting in your chair and somebody comes in, are you just gonna say go talk to her?

Recorder Sherry Riley: No. I would answer the phone or greet them.

Mayor Sherry Haeger: Sherry don't get defensive. I am not attacking you.

Councilor Shawn Parker: I don't understand your question because I work with another general contractor all the time. We both do the same job. We work together all the time. So why can't 2 people have the same job?

Mayor Sherry Haeger: Well they can. That is why I am asking the question.

Councilor Shawn Parker: No, you just said, in your mind nobody can have the same job.

Mayor Sherry Haeger: Well, they won't have the exact same job. This person is a part time person backing Sherry up. So I would say, that they can perform, I mean it could say they are more of just a back up. They support the Recorder in doing these things. Because you are the boss, right? They are going to report to you. So they are going to support you in doing these things. That is different than that being their core responsibility, in my mind.

Recorder Sherry Riley: Okay. It is a working relationship.

Mayor Sherry Haeger: I totally get it. Do you guys not understand that? Does it not make sense?

Councilor Shawn Parker: Well, we have people apply even when she applied for Donna's job. There was an outline of certain things we'd like see and there were some people who didn't meet everything. We still gave them an interview and discussed maybe they were stronger in other areas than others. So, I would think that you let people apply and we interview them.

Mayor Sherry Haeger: I am totally okay with that. The thing I am asking is, is this person a backup for these things or is this their core responsibility? If you are telling me 2 people have the same core of responsibility, I don't agree with that. But if that's what you guys say, I'm good with that. Let's just move on.

Councilor Shawn Parker: If Sherry was at the bank, then she would still need a backup.

Mayor Sherry Haeger: Sure. That's a backup.

Council President Matt McCowan: Isn't the part time person by de facto being the part time person be the backup?

Mayor Sherry Haeger: Yes. That's my point.

Council President Matt McCowan: So why do we have to reinvent the wheel?

Mayor Sherry Haeger: I am not reinventing it. I am asking questions because it doesn't sound like a backup, to me. It sounds like that's core responsibility. So I am asking the question. Quit shaking your head Matt. You are not helping this situation. You are really not.

Council President Matt McCowan: I can shake my head any time I want to, Mayor. If you don't like it, I don't know what to tell you.

Mayor Sherry Haeger: But you won't tell me what the problem is.

Council President Matt McCowan: I just explained.

Mayor Sherry Haeger: You don't like what I am asking.

Council President Matt McCowan: I am not seeing why you need to reinvent the wheel.

Mayor Sherry Haeger: I'm not reinventing the wheel, I am clarifying the wheel.

Councilor Shawn Parker: Okay. I think we all understand what the problem is the problem.

Mayor Sherry Haeger: The problem is this is the first time I have really paid attention to this and seen this and been doing this job and I feel responsible to the public. Yes, I feel, you guys don't get the phone calls and I do. I get phone calls, questions 5 to 6 times a week about this.

Councilor Shawn Parker: You get to blame it on us. We are the one to make the decisions.

Mayor Sherry Haeger: No. I know that and I direct them to where they need to go. Go to Sherry. They need to talk to someone else.

Council President Matt McCowan: Do we need to make a movement that we leave the current description as written and move on?

Recorder Sherry Riley: That would be wonderful. This is already out there, take the applications...

Mayor Sherry Haeger: We never approved this in a formal way anyway. So there is no motion to be made.

Council President Matt McCowan: It is in our employee...

Mayor Sherry Haeger: We did not approve this as City Council since I have been Mayor.

Council President Matt McCowan: No. The position existed long before you became Mayor.

Mayor Sherry Haeger: Okay so what I am saying is there is no motion to be had. You guys want to either discuss it or you don't. You don't want to discuss it. We can move on.

Councilor Shawn Parker: Is there more to be discussed any other questions you have?

Mayor Sherry Haeger: Yes. But it sounds like you guys don't want to discuss it. Sherry says it feels awkward. Matt is irritated and I just want to have a conversation.

Council President Matt McCowan: I can be irritated.

Mayor Sherry Haeger: No. I am not asking you to be quiet. I don't understand why we can't have an adult conversation.

Council President Matt McCowan: When we ask you a question, please don't get defensive. We are asking, why we need to change that.

Mayor Sherry Haeger: Sherry, you mumbled. What did you say?

Recorder Sherry Riley: They need to have these skills. They need to be able to help in the office with staff.

Mayor Sherry Haeger: Okay. If that's the answer with everything on here, I don't agree with it. Then how do I handle that going forward. What if I don't agree with this. What is my recourse? I just don't know.

Council President Matt McCowan: You could propose another position ask that we fill that position instead of this position and see if the Council approves. I don't know what else you could do.

Mayor Sherry Haeger: Well, that is why I am asking the question, what is my recourse?

Council President Matt McCowan: Well, this is the position the City of Cove currently has open.

Mayor Sherry Haeger: I understand that.

Council President Matt McCowan: If you want to change this position, then propose to the Committee for approval.

1
Mayor Sherry Haeger: That's what I wanted to do in the first place is have a discussion with the Committee.

Council President Matt McCowan: What I get upset about is attacking us.

Mayor Sherry Haeger: I am really sorry. I did not mean to come off as attacking you. I apologize.

Council President Matt McCowan: I had a long day too, so I would like to move on. Please take this up with the Committee. Show the Committee a proposed position redefined.

Councilor Shawn Parker: We already have a position to fill.

Council President Matt McCowan: It would take the position of this one.

Councilor Jordan Hackwith: It really all just sounds like semantics. The name of the position.

Mayor Sherry Haeger: I think it is too. I just want to have a conversation and I want to have a conversation that is not confrontational where I don't get emotional or nobody else gets emotional and I just have questions about it. I downloaded it and I thought, this doesn't make sense to me for what it sounds like the Part Time Billing Clerk is. That doesn't sound like this Job Description. That's why I have a problem with it. And you are right Jordan, if it was something else maybe the title is not right. I don't know, then it would make more sense to me. That's why it doesn't make sense. It doesn't sound like a Part Time Billing Clerk.

Councilor Shawn Parker: I could see if we had problems getting applicants. We may need to go over again. What you are saying is that we are asking too much for somebody to work part time. I know we have had this position open before with applicants knowing that 3, I think.

Mayor Sherry Haeger: You mean when Sherry got her job?

Council President Matt McCowan: No.

Mayor Sherry Haeger: Oh like 3 people a long time ago.

Councilor Shawn Parker: A few years back for the Part Time Position. I guess if you are concerned that we are not going to get enough applicants because we are asking too much.

Mayor Sherry Haeger: Or we will get the wrong applicants cause we are asking too much. I am worried about that.

Councilor Jordan Hackwith: Because they would be too good at their job?

Mayor Sherry Haeger: They would be overqualified for what we need.

Councilor Shawn Parker: They could be somebody who is semi-retired. We got Dave.

(Council laughter)

Mayor Sherry Haeger: Maybe it's just my problem being in a small town when I am not used to a small town. In my life, I have hired and fired a lot of people. Or a lot of people have quit because they don't, they are overqualified, and they were dissatisfied. I don't want that to happen. I am worried that will happen here.

Council President Matt McCowan: I think everybody in the room here has hired and fired quite a few employees.

Mayor Sherry Haeger: Well I don't know why you guys don't have my same perspective then.

Councilor Shawn Parker: Well you said 2 people cannot have the same job, so that is where you lost me because I do that all the time.

Mayor Sherry Haeger: Well, I don't and I never have and in my career there is always a job description and it is not exactly the same. Because you don't, I mean you could have 1 boss and 5 people being an engineer under you. But that is not the case here. Right? There is 2 people.

Council President Matt McCowan: One is full time, one is part time. One is the boss, the other one is the employee. I don't see why we are making a mountain out of this.

Mayor Sherry Haeger: I am not trying to make a mountain, I want to have a conversation Matt.

Council President Matt McCowan: We are having a conversation.

Mayor Sherry Haeger: No, you didn't let me finish. I wanted to have a conversation at a Committee Meeting so we didn't have this.

Council President Matt McCowan: Can we please move this to Committee then?

Mayor Sherry Haeger: I have asked. That was my first question.

Council President Matt McCowan: You control the meeting. Can we move onto the next agenda item?

Councilor Shawn Parker: Isn't this already out there though?

Recorder Sherry Riley: This has already been out for a couple of weeks, yes. So we are waiting for another week to schedule a ...

Mayor Sherry Haeger: You know what, I love it. This is what we are going to hire. That's fine. I'm pissed, because you guys won't let me talk to you.

Councilor Shawn Parker: Oh, it's been 30 minutes.

Mayor Sherry Haeger: I don't want to do it here.

Councilor Shawn Parker: This is where we are going to have the Committee Meeting. We're here. We going to have a Committee Meeting? We are here to have a Committee Meeting. So, what's the problem? You just want to have another Committee Meeting when we've already got it out there?

Mayor Sherry Haeger: No. I don't.

Councilor Shawn Parker: No. You did and I am trying to figure out why. When we are here to do a Committee Meeting.

Mayor Sherry Haeger: Because I think that I got my answer. The answer is this is what's out there. This is what we are going to hire and move on.

Councilor Shawn Parker: We don't know what we are going to hire until they apply.

Mayor Sherry Haeger: Okay. This is out there. This is what we are looking for. Move on. That's what I understood.

Councilor Shawn Parker: I second that motion.

Mayor Sherry Haeger: And I can't make a motion. So that's not what this is.

Councilor Shawn Parker: So, we can move on.

Mayor Sherry Haeger: Dave do you have your report?

Public Works Director Dave Johnson: Yep. I made...

Mayor Sherry Haeger: You know what. I'm sorry. I have to take 5 minutes. I just need 5 minutes please. I'm just going for a walk. I'll be right back.

(The Mayor stepped outside the door)

Council President Matt McCowan: We can't have any discussion while the Mayor is not here.

Mayor Sherry Haeger returned to the Council Meeting after 5 minutes. Thanked Council for letting her take a break.

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- **Cove Trunk-Or-Treat** will be on Sunday October 31st from 4 to 6 pm in the Cove High School parking lot. Shanda Dunten is looking for people to be there. Mayor Sherry Haeger offered to go as a representative of Cove. Recorder Sherry Riley personally offered to donate candy.

Public Works Director Report

Public Works Director Dave Johnson

- Waiting on asphalt paving to finalize FEMA projects.
- Finished headwalls on 2nd/Hill culvert project. Waiting on asphalt patch to finish project out.
- Speed cushions installed on Haefer Ln.
- Installed 5 new street signs.
- Safe routes to school audit that was cancelled last spring has been rescheduled for November 2nd.

Mayor's Report

- Covid19 Update
 - In Union County the numbers have gone up by 17%. It is the Delta variant and a lot of people who have this are vaccinated. 60% of the people that are getting the Delta variant in the State of Oregon are vaccinated.
- Discussion – I have something, and I could not find anything in the Charter about it. I know in Elgin and in Union the Mayors I have spoken to there. When they get a bank statement, they don't have to open it. The people in the office open them. Then at the Council Meeting, the Mayor signs them. I wouldn't have to make a special trip just to open a bank statement. Recorder Sherry Riley replied, we usually have you open the bank statements when you are already here to go over the agenda. We don't want you to have to go out of your way. Mayor Sherry Haeger commented, I would like it if I could just not have to come here to open them. Because you can't do your reconciliation unless they are open. So really that is what it is. We can trust Sherry to open the bank statements. City Recorder Sherry Riley stated it was the auditors who suggested the Mayor open the bank statements. Mayor Sherry Haeger stated, it is not in the Charter, and they don't do that in Union. I don't think you need to find anything out. The Mayor said, if there are 2 people in the office, she shouldn't have to open them. Recorder Sherry Riley stated she would ask the auditor.

Mayor Sherry Haeger stated: I have an idea. Union and Elgin do this. They have a high school student come in; they are usually a flunky. They do an hour or two filing after school. Is Council interested?

Councilor Matt McCowan – Up until a couple of years ago. Last year we did have one. Cove used to always have a council member that was a student. They just updated the community with the school events. We awarded them a \$1000 scholarship if they completed the requirements.

The Mayor asked if the Council was okay with that or we might be too late for it.

Recorder Sherry Riley replied, we have a scholarship letter and application written up. We were delayed because of the Covid uncertainties.

Mayor Sherry Haeger replied, if we can, I'd like to promote it. The participation we had at the Cove Cherry Fair Parade was huge. Lots of compliments.

Avista 811 – Call before you dig share with the Council and residents.

Windwave Franchise Agreement Update

Windwave Communications sent us a suggested revision to the Windwave Technologies Franchise Agreement. Laura Westmeyer of the legal firm dealing in franchise agreements Cable Huston of Portland Oregon we had previously hired to go over the original Windwave Franchise Agreement Wind wave set us.

The Council reviewed the changes and responded.

Public Works Director Dave Johnson stated, or if the Council wants to look at it and approve the minor changes. It seems like fairly minor changes.

There are two similar franchise agreements: *Windwave Technologies Inc DBA Windwave Communications* and *Inland Development Corporation*. The wording is identical with the exception of the name of the company on the agreements.

So, at the next Council Meeting we could present this Ordinance First Reading.

Public Works Director Dave Johnson stated, they want to make sure the franchise fees are equivalent between all telecommunications. This might be the only one that is questionable.

Council President Matt McCowan, wouldn't we go forward and use this as a standard?

Public Works Director Dave Johnson replied, this would be a good standard to go off of.

Councilor Shawn Parker asked would that effect our ability to negotiate other franchises?

Mayor Sherry Haeger added, we would just have to make sure it is equal.

Public Works Director Dave Johnson replied with other telecommunication franchises.

Councilor Shawn Parker stated, it seems like we would want to be able to negotiate with other franchises. They are the ones who did this ahead of the agreement. We should have the leverage rather than them telling us what they want. We should tell them we want to eliminate the language here.

Council President Matt McCowan we could send that back to them, The City reserves the right to negotiate fees with other franchisees.

Council agrees to submit the City of Cove's request to Windwave Communications to eliminate the wording on page 5 Section 10:

~~The City represents and warrants that as Telecommunications Franchises ordained by the City contain, and will contain, equivalent Franchise Fee requirements as those contained herein, and will be applied and enforced in a competitively neutral and nondiscriminatory manner.~~

The City reserves the right to negotiate fees with other franchisees.

Municipal Court Committee Report

Council President Matt McCowan stated none at this time.

Transportation System Plan Committee Report

Mayor Sherry Haeger mentioned scheduling the TSP Committee Meeting for October 19th.

Councilor Shawn Parker stated that is a good time for him.

Mayor Sherry Haeger will inquire with Councilor Jason Stone also on the committee, not present for the October 5th Council Meeting.

Good of the Order – There was no comment.

Public Comment or future considerations:

Public Works Director Dave Johnson mentioned Donna said she would be leaving on the 15th?

Recorder Sherry Riley replied, Donna said as soon as the new Billing Clerk.

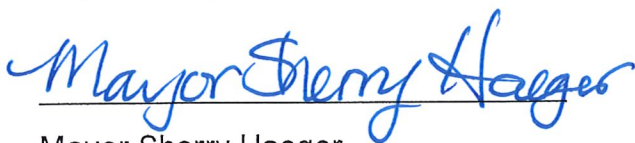
Public Works Director Dave Johnson said, it would be nice to have a party.

Mayor Sherry Haeger mentioned, our next meeting we can just have a little moment.

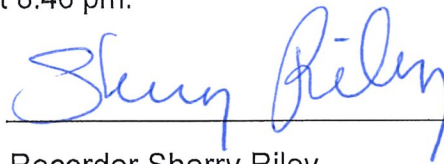
The Council and Staff decided to wait until Donna gives notice, then have a party.

Adjournment

Mayor Sherry Haeger adjourned the meeting at 8:46 pm.



Mayor Sherry Haeger



Recorder Sherry Riley