

**City Of Cove
Council Meeting Minutes
January 4, 2022**

Call to Order

Mayor Sherry Haeger called the regular session of the Cove Common Council to order at 7:00 p.m. located at City of Cove City Hall, 504 Alder St., Cove, Oregon, 97824. The Pledge of Allegiance was led by the mayor. Remote access to the meeting was active with public participation.

Council Members Present: Council President Matt McCowan, Councilors Jason Stone, Allen Cadinha, and Lana Shira.

City Staff Present: Public Works Director Dave Johnson, City Recorder Sherry Riley, and Billing Clerk Kerri McCowan. Virtual Presence: Public Works Staff Eric Stone

Council Members not Present: Councilors Jordan Hackwith and Shawn Parker

Public Present:
None

Virtual Public Present:
Amy Johnson, Alexis Cannon, Michael Otterstein, Mike Riley

Roll Call

Roll call performed by Sherry Riley, City Recorder. A quorum was determined to be present.

Additions/Changes to the Agenda

There were no additions/changes to the agenda.

Public Comment - 3 minutes per person

Michael Otterstein provided public comment via email regarding meeting minutes and seeking clarification regarding why the October and November minutes have not been approved. Clarification was provided by Mayor Sherry Haeger for review and approval of meeting minutes as was provided per her request from League of Oregon Cities (LOC) and confirmed by CIS. Discussion ensued. It was noted by the mayor that there were areas of documentation in the October 5, 2021, meeting minutes that offended her; however, it was noted by council members that that cannot be a deterrent to approving the meeting minutes. A three-minute break was requested by the mayor at 7:24 pm. The mayor returned at 7:28 pm.

Announcements & Presenters

No announcements were made at this meeting and no presenters were present.

Consent Agenda

Council Vote Approval of:

- Council Minutes October 5, 2021
- Council Minutes November 2, 2021
- Special Minutes November 9, 2021
- Special Minutes November 16, 2021
- Council Minutes December 7, 2021

Consent Agenda and Approval of bills to be paid

Motion: Council President Matt McCowan moved to approve the Consent Agenda and bills to be paid as presented. Councilor Jason Stone seconded. Motion approved by unanimous vote.

Correspondences

The Notice of Tort Claim – ORS 30.275 from the Bridge Law firm was reviewed.

Unfinished Business

Follow up was provided for the mayor's State of the City address. It was determined there were no conflicts for the mayor to provide a State of the City address to the citizens of Cove.

New Business

Council Document Reviews

Rules of Procedure 2020

Changes requested: Chapter 1

- Section VI Agendas, subsection B: Change to read "Agendas and informational material for meetings shall be distributed to the council at least seven (7) calendar days... Add: "Last minute items may be added to the agenda at the meeting."
- Section VII Order of Business: After 3) Roll Call, add 4) Additions/Changes to the Agenda, and renumber remaining. After 8) New Business add 9) Presenters/Announcements and renumber remaining.
- Section VII, Order of Business, after Subsection D. Roll Call add Subsection E. "Public Attendance. Any member of the public attending the meeting will be encouraged to sign in and shall be documented in the minutes." Adjust lettering on the remaining.
- Subsection M, number 6 change to read "The rules surrounding public comment may be suspended by a motion of any council member and majority vote"

Changes requested: Chapter 9

- Section I Staff, Subsection A, number 3(a) change to read "Questions from individual members of the council and Mayor requiring significant time or resources (1 hour or more per week) shall require approval of the council."

Motion: Councilor Jason Stone moved to approve the changes to City of Cove Rules of Procedure for Council Meetings as documented above, Councilor Lana Shira seconded. The motion was approved by unanimous vote.

City Charter 2020

Charter clarification to be requested at the January 18, 2022, training with LOC:

- Chapter 3, Section 10

City Council Working Committees Reports

City Council Municipal Court Committee Report

No report was given at this meeting.

Transportation System Plan Committee Report

No report was given at this meeting.

City Recorder Report

Sherry Riley provided a verbal City Recorder report.

- It was noted Donna Lewis' last day is January 18, 2022. A request was made to retain Donna in an advisory capacity as an independent contractor, provided she is willing. It was noted she and the city would need to come up with a proposal for payment of her services, and it would need to be included in the budget.
- Request for clarification of how HB 2809 impacts the city's nuisance ordinance.

Public Works Director Report

Dave Johnson provided a verbal and written Public Works Director report.

- City Hall Interior Remodel Project, Request for Bids (RFB)
- He has received requests for speed humps at the city limits on Mill Creek.

Public Comment – 3 minutes per person

No public comment was made at this meeting.

Upcoming Meetings

LOC Training Session on January 18, 2022, at 7pm. Virtual or in person.

Motion: At 8:37 pm Councilor Jason Stone moved to extend the meeting for another 10 minutes. Councilor Lana Shira seconded. Motion approved by unanimous vote.

Good of the Order (Agenda item added at this meeting)

The liaison for the city council and CIS was discussed. It was determined any council member or city employee can contact CIS for questions. No specific liaison will be appointed at this time.

Adjournment

Mayor Sherry Haeger adjourned the meeting at 8:40 p.m.

Sherry Haeger, City of Cove
Sherry Haeger, City of Cove Mayor
Mayor

Kerri McCowan
Kerri McCowan, Billing Clerk

Sherry Riley
Sherry Riley, City Recorder