

**City Of Cove  
Council Meeting Minutes  
June 7, 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, Shawn Parker, Jordan Hackwith, Lana Shira, and Alan Cadinha.

City Staff Present: Public Works Director Dave Johnson, City Recorder Sherry Riley.

Virtual City Staff Present: None.

Council Members not Present: None.

Public Present: Dave Coleman.

Virtual Public Present: Amy Johnson, Alexis Cannon, Maxine Parker, Mike Riley.

**Pledge of Allegiance**

The Pledge of Allegiance was led by Mayor Haeger.

**Council Roll Call**

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

**Additions/Changes to the Agenda**

City of Cove Volunteer Youth Councilor Application (See City Recorder's Report)  
Cove Community Association Sponsor Letter (See Correspondence)

**Public Comment**

No public comment was made at this time.

**Consent Agenda and Approval of Bills to be Paid**

Council Minutes May 3, 2022  
Special Meeting, Daniel Landa Subdivision and Variance Hearing  
Budget Committee Minutes  
Approval of Bills to Be Paid  
Sherry Riley noted the \$1300 WastePro bill will be removed from bills to be paid in June and added to bills to be paid in July.

Motion: Council President Matt McCowan moved to approve the Consent Agenda as presented, and bills to be paid as amended. Councilor Lana Shira seconded. Councilor Jason Stone abstained.  
Motion approved by majority vote.

**Correspondence**

Cove Community Association Sponsorship Letter  
Sherry Riley noted the city received a letter from the Cove Community Association requesting sponsorship. The city has already agreed to provide sponsorship to help operate the Cove Cherry Fair.

#### Speeding In Antles Lane Letter Received

Sherry Riley read a letter from Donna Quinn, 69385 Antles Lane, complaining of excessive speeding on Antles Lane. Donna Quinn is requesting the city install a speed hump on Antles Lane just above Conklin Lane. Dave Johnson noted a speed hump for Antles Lane has been added to the budget if the Council approves the budget. Discussion ensued.

Motion: Councilor Jason Stone moved to approve installing speed humps on Antles Lane, just above Conklin Lane, similar to what the city did on Haefer Lane, pending approval from the County to do both sides of the road. Councilor Alan Cadinha seconded. Councilor Shawn Parker abstained. Motion approved by majority vote.

#### Noxious Weeds Email Received

Sherry Riley read a noxious weed complaint from Kristina Cooper, 508 2<sup>nd</sup> Street. Kristina noted her neighbors, in her opinion, are violating Ordinance 1-2021, E. Noxious Vegetation. Discussion ensued. Council President Matt McCowan noted noxious weeds fall under the county ordinance. The complainant needs to contact the weed abatement officer for the county. They will come out and assess it, and if the county deems they are noxious weeds, they will spray them and bill the property owner. It was determined Sherry Riley will respond to the complainant's email informing her to call Union County weed abatement.

#### Unfinished Business

No unfinished business was presented at this meeting.

#### New Business

##### Oregon DEQ Renewal

Sherry Riley noted the city needs to submit the Oregon DEQ renewal application.

Motion: Councilor Jason Stone moved to approve moving forward with the Oregon DEQ renewal. Councilor Jordan Hackwith seconded. Motion approved by unanimous vote.

#### City Council Working Committee Report

##### TSP (Transportation System Plan)

Councilor Jason Stoned noted the TSP Committee did meet. Councilor Jason Stone, Dave Coleman and Dave Johnson were the only members present. They determined since the City of Cove's TSP is old and cobbled together, and La Grande's is already set up and encompasses what a TSP needs to, Councilor Stone would contact the City of La Grande's City Planner, and request their TSP in a workable, electronic document and tweak theirs to fit the City of Cove.

Councilor Stone noted he will be contacting the members of the TSP Committee to schedule a follow-up meeting.

#### Municipal Court *(The Budget Hearing and Resolutions 2022-3 and 2022-4 were addressed before the Final Reading of Resolution 2022-2)*

##### Second and Final Reading of Resolution 2022-2 Fines, Fees and Assessments

Mayor Haeger read Resolution Number 2022-2.

Motion: Council President Matt McCowan moved to approve Resolution 2022-2 Fines, Fees and Assessments as presented. Councilor Jason Stone seconded. Motion approved by unanimous vote.

#### Resolutions 2022-3 and 2022-4 correction *(Read within the Budget Hearing at 7:30 pm)*

Mayor Haeger read the corrections to Resolutions 2022-3 and 2022-4.

Motion: Councilor Jason Stone moved to approve the Resolutions 2022-3 and 2022-4 as corrected. Council President Matt McCowan seconded. Motion approved by unanimous vote.

### **7:30 p.m. Budget Hearing**

Resolution Declaring the City's Election to Receive State Revenues – Resolution 2022-5  
Mayor Haeger read Resolution 2022-5, A Resolution Declaring the City's Election to Receive State Revenues.

Sherry Riley noted there was an overestimation of \$50,000.00 in Sewer Operations under Resources. No changes need to be made. Also, there was a corrected amount in the Street Fund.

Motion: Councilor Alan Cadinha moved to approve Resolution 2022-5, A Resolution Declaring the City's Election to Receive State Revenues for use in General Fund Insurance. Council President Matt McCowan seconded. Motion approved by unanimous vote.

#### **Public Comment**

No public comment was made regarding the budget.

#### **Adopting the Budget – Resolution 2022-6**

Mayor Haeger read Resolution 2022-6, Adopting the Budget.

Motion: Councilor Alan Cadinha moved to approve Resolution 2022-6, Adopting the Budget as presented. Councilor Jason Stone seconded. Motion approved by unanimous vote.

### **City Recorder Report**

Sherry Riley provided a verbal report.

She noted she needs to receive confirmation of approval by the council for the five percent cost-of-living increase and step increase for the City Recorder and Public Works Director positions, effective July 1, 2022. It was confirmed the cost-of-living increase is in the budget and in those position's contracts. Discussion ensued regarding the step increases. It was noted the step increases will be approved pending annual review. It was questioned who performs the reviews and clarified that the Rules of Council state the reviews for the Public Works Director and City Recorder shall be done annually by no less than two members of the Council. It was noted there currently is not a written procedure for performing the reviews, and after discussion Mayor Haeger agreed to write a simple procedure for the Council to review and decide if they want to use. It was further noted the reviews need to take place prior to the July Council meeting. Council President Matt McCowan, Councilors Jason Stone and Lana Shira agreed to perform Sherry Riley's review and Councilors Shawn Parker, Alan Cadinha and Jordan Hackwith agreed to perform Dave Johnson's review.

Cove Clean-Up Day was a success.

Ashtyn Larson, 69697 Lantz Lane, has submitted an application for the Volunteer Youth Councilor position. Her application was reviewed and discussion ensued. The expectations of the position were discussed noting the Youth Councilor should be expected to attend all the Council meetings while school is in session, and to provide a report to the Council of pertinent activities at Cove School.

Motion: Councilor Lana Shira moved to approve the appointment of Ashtyn Larson as the City of Cove Volunteer Youth Councilor. Council President Matt McCowan seconded. Motion approved by unanimous vote.

Sherry Riley will notify Ashtyn Larson of the approval of her appointment as City of Cove Volunteer Youth Councilor.

### **Public Works Director Report**

Part Time Public Works Position opening

Dave Johnson provided a verbal report noting Part Time Public Works Worker Eric Stone submitted his two weeks' notice last week. This week is his last week. Dave noted he revamped and drafted a job

description which will need Council approval. The wage range was discussed, and it was agreed that the range would be \$15.00 to \$20.00/hour, depending on experience.  
Motion: Councilor Jason Stone moved to approve the job description as presented and the wage range to be \$15.00 to \$20.00/hour, depending on experience. Councilor Shawn Parker seconded. Motion approved by unanimous vote.

Mayor Haeger appointed Councilors Lana Shira, Alan Cadinha and Shawn Parker to the Hiring Committee.

Dave questioned whether the Council wants to continue providing the remote meeting access for the public and Councilors when they cannot attend meetings in person. Discussion ensued and it was determined the cost is not that great, and it is a nice convenience to offer the public; therefore, the city should continue the service.

**Mayor's Report**

Mayor Haeger provided a verbal report. She noted she has set some goals for this year. She would like the city to have more presence with the school and with the appointment of Ashtyn Larson as City Youth Councilor that will be a good opportunity for her to do that.

**Good of the Order**

No Good of the Order was presented at this meeting.

**Public Comment**

No public comment was made at this meeting.

**Suggestions for Future Workshops & Meeting Agendas**

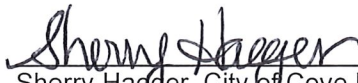
No suggestions were made for future workshops or meeting agendas

**Upcoming Meetings**

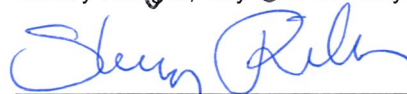
TSP Committee meeting to be scheduled.

**Adjournment**

Mayor Sherry Haeger adjourned the meeting at 8:19 p.m.

  
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Sherry Haeger, City of Cove Mayor

  
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Kerri McCowan, Billing Clerk

  
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Sherry Riley, City Recorder