

**City Of Cove
Council Meeting Minutes
August 1, 2023**

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. Remote access to the meeting was active with public participation.

Council Members Present: Council President Matt McCowan, Councilors Jason Stone, Alan Cadinha.

Virtual Council Members Present: There were no council members present virtually.

City Staff Present: Public Works Director Dave Johnson, City Recorder Lana Shira, Billing Clerk Kerri McCowan.

Virtual City Staff Present: There were no city staff present virtually.

Council Members not Present: Councilors Eric Stone, Shawn Parker, Jordan Hackwith.

City Staff not Present: All city staff were present.

Public Present: Mace Cadwell, Dave Coleman, Sam Delaney, Caitlin Delaney, John Cavin.

Virtual Public Present: Public members were present virtually. See Meeting Diagnostics print out.

Pledge of Allegiance

The Pledge of Allegiance was led by Mayor Haeger.

Council Roll Call

Roll call performed by Lana Shira, City Recorder. A quorum was determined to be present.

Additions/Changes to the Agenda

Lagoons on Sonny Johnson's Land (New Business)

Public Comment

No public comment was made at this time.

Consent Agenda

- Council Minutes July 11, 2023
- Approval of Bills to Be Paid

Motion: Council President McCowan moved to approve the Consent Agenda as presented.
Councilor Cadinha seconded. Motion carried.

Correspondence

No correspondence was presented at this meeting.

Old Business

- Public Works Director Job Review
Councilor Jason Stone and Councilor Cadinha reported that Dave Johnson received outstanding marks on his evaluation.

- Oregon Short Term Fund
Lana reported she received a list of cities within Oregon that have money in the Oregon Short Term Fund noting that several cities similar in size and geographic location have money in the fund. Council President McCowan reported he talked to a former councilor of the City of Haines, and she gave the fund good reviews. He noted he would like to present it to the council to vote on participating in the fund as he couldn't find a downside. Lana suggested the council needs to decide how much money to move into the fund. It was questioned how much money we currently have in the bank.

*Discussion stopped at 7:11 pm and moved to New Business, so Lana could determine the exact amount of money that would be moved into the fund.

*Discussion resumed at 7:19 pm.

Lana reported between the two reserve accounts the balance is \$101,000. Discussion ensued and it was determined to move all the funds in the city's savings account into the Oregon Short Term Fund.

Motion: Council President McCowan moved the City of Cove move \$673,500.05 as of July 31, 2023, to the Local Government Investment Pool, with City Recorder Lana Shira to administrate a separate account for the USDA Reserve Funds. Councilor Cadinha seconded. Motion carried.

New Business

- Lagoons on Sonny Johnson's Land
*Discussion of this agenda item started at 7:11 pm.
Mayor Haeger reported Sonny Johnson contacted her about the City Lagoons on his property which prompted her to take a tour of the lagoons. She provided a verbal overview of the stipulations of the City's agreement with Sonny and his current concerns, noting there are weeds in the lower lagoon and only about 3 feet of water in the upper lagoon. Sonny indicated with that amount of water he cannot irrigate from the lagoon. He did indicate to her that as long as the city puts water in the upper lagoon, so he can irrigate, he will be satisfied. Dave reported the issues surrounding the lack of water, noting the pump that went out, so we were unable to pump as much treated water to the lagoon. The pump has been fixed; however, there is a lack of water this year and it has been so hot the water has been evaporating. He did note we do have water that can be treated soon and sent to the lagoon. Further discussion ensued and Dave indicated he would take a look at the lagoons and take care of the issues within his control.

*At 7:19 pm discussion resumed on the Oregon Short Term Fund.

- Blue Mountain Dash Soap Box Derby
Sam Delaney reported they would like to hold the Blue Mountain Dash Soap Box Derby on September 16th and 17th of this year. He is asking for permission and approval to close the road between Conklin and Jasper based on the condition he gets the insurance certificate with all the proper language turned into City Hall.

Motion: Councilor Jason Stone moved to approve the request to have the Blue Mountain Dash Soap Box Derby on September 16th and 17th and close the road at Mr. Delaney's request, pending receipt of the insurance certificate. Council President McCowan seconded. Motion carried.

- Oregon Wireless Proposal
John Cavin gave a verbal review of his concerns with his business. He noted he would like to get fiber closer to his transmitters on Mill Hill. A solution would be to get a high-performance microwave much closer. He is proposing taking fiber from Windwave's vault over to the city's pump station for the wastewater, and from there he would have a high-speed link to the top of Mill Hill. He is asking for permission to run a fiber line to the building at the sewer ponds and then

running a signal up to Mill Hill. This will be contingent upon an agreement with Windwave over price. He noted the benefit to the city would be that he would continue to provide free internet to the city and there could be some added benefits from having an internet connection there, as well. It was agreed there should be an agreement in place between Mr. Cavin and the city. It was determined the city is willing to work with him pending his agreement with Windwave. He will work with Lana on an agreement.

- Petty Cash for City Hall
Lana requested a \$20 petty cash fund. Discussion ensued.

Motion: Councilor Jason Stone moved to approve a \$20 petty cash fund to be administered by Lana. Council President McCowan seconded. Motion carried.

City Council Working Committee Report

- Transportation System Plan (TSP)
Councilor Jason Stone provided a verbal report:
The TSP meetings have been on hold due to everyone's summer schedule. A meeting will be scheduled for August 15th at 7pm. Councilor Stone noted they are making headway, but it's been slow.
- Municipal Court
Mayor Haeger did not have a report for the Municipal Court Committee.

City Recorder Report

Lana provided a verbal report:

- She signed up for a free Notary Republic on-line training through the Secretary of State.
- The audit starts August 2nd and 3rd. Mindy Davis will be here on Thursday.
- She provided a P&L vs. Actual in a handout noting it has been cleaned up and shows percentages. This is the final report for the last fiscal year.
- Budget Committee Volunteers are needed. We need five new members. She is requesting council ask family, friends, and neighbors to volunteer to be on the Budget Committee.
- There is a Municipal Fundamental Training coming up. One is in Vale, and one is in Echo. It is a half day training for \$30. Council agreed she should attend the training.

Public Works Director Report

Dave provided a verbal report:

- This is a busy time of the year. He submitted the SCA grant for \$250,000 for paving Geni and Susie, and an overlay on Water and First.
- There is an Eastern Oregon Economic Summit this week, and Commissioner Donna Beverage has requested a tour of the hydro plant this Thursday.
- He jumped through all ODOT's hoops and received the permit to start working on the new hydrant on the corner of Church and the state highway.
- The Part-time Public Works Worker recently received his water distribution certification. He has been doing a great job, and Dave indicated he would like to increase his salary by \$2/hour. Additionally, for next budget year, he would like to increase his hours as there is plenty of work.

Motion: Councilor Jason Stone moved to increase the part-time Public Works Worker's salary by \$2/hour as of August 1, 2023. Councilor Cadinha seconded. Motion carried.

- He reported he was recently contacted by Steve Witty who has acquired a piece of equipment that has a valve exerciser on the back of it. He noted we are supposed to exercise the main water valves every year and he's pretty sure they've not been exercised since they were installed. Mr. Witty is asking for \$1200 in water/sewer credit on a rental he owns in town in exchange for this piece of equipment. It was discussed the deal will be contingent upon the equipment working.

Motion: Councilor Jason Stone moved to approve the purchase that Dave is requesting pending the piece of equipment is functional and acceptable to Dave, in lieu of \$1200 water credit on Mr. Witty's rental on Water Street. Council President McCowan seconded. Motion carried.

Mayor's Report

Mayor Haeger provided a verbal report:

- She has not received any feedback from CIS on the Employee Handbook.
- She is going to be in the Cherry Fair parade again this year.

Good of the Order

No good of the order was presented at this time.

Public Comment

Mace Cadwell provided an update on his subdivision. He reported he did receive DEQ approval to go across the bridge. However, they are now asking for much more engineering that had not been mentioned prior. He has no other option but to work through it.

Suggestions for Future Workshops & Meeting Agendas

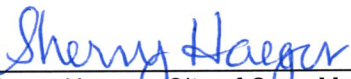
No suggestions for Future Workshops or meeting agendas were made.

Upcoming Meetings

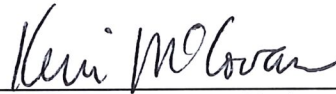
TSP on August 15th at 7pm.

Adjournment

Mayor Haeger adjourned the meeting at 8:02 p.m.



Sherry Haeger, City of Cove Mayor



Kerri McCowan, Billing Clerk



Lana Shira, City Recorder