

**City Of Cove
Council Meeting Minutes
January 2, 2024**

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.

Council Members Present: Councilors Jordan Hackwith, Jason Stone, Alan Cadinha, Shawn Parker.

Council Members Present Remotely: Council President Matt McCowan, Councilor Eric Stone.

City Staff Present: Public Works Director Dave Johnson, City Recorder Lana Shira.

City Staff Present Remotely: There were no city staff present remotely.

Council Members not Present: All Council Members were present.

City Staff not Present: Billing Clerk Kerri McCowan.

Public Present: Dave Coleman, Alexis Cannon, Maxine Parker.

Public Present Remotely: Public members were present remotely. 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

There were no additions nor changes to the agenda.

Public Comment

No public comment was made at this time.

Consent Agenda

- Council Minutes December 5, 2023
- Approval of Bills to Be Paid

Motion: Councilor Jason Stone moved to approve the Consent Agenda as presented. Councilor Cadinha seconded. Councilor Parker abstained. Motion carried.

Correspondence

- LOC Addiction and Community Livability Crisis Action Plan
Lana provided a verbal review of the LOC Addiction and Community Livability Crisis Action Plan. No other action was necessary.

Old Business

- TextMyGov
Lana reported she talked to the Recorder at Island City about the TextMyGov program. She told Lana some good things about the company were that they were easy to work with and their support was great. She did say not as many people subscribed to it as she would have hoped for, especially the older people. Older people don't want to participate and refused when asked to do so. The main participating demographic is 30 years old and younger. She also said it is helpful and time saving anytime they have to make mass phone calls, but she hesitated about whether it is worth the cost. Discussion ensued and the consensus was that Cove is not a large enough community for the program to be cost efficient.
- Speed Limit Radar Sign
Dave noted he contacted ODOT and asked them what it would take on our end to install a speed limit radar sign. They informed him they would have to draft an agreement that would indicate the city would be responsible for the sign, maintenance of it and duration. We are considering installing it on one of ODOT's existing speed limit posts so we wouldn't have to purchase a new post. He also reported ODOT does not know of a source that is cheaper to purchase the sign than the one he presented at the last meeting. He has ordered one sign but is unsure when it will be delivered. He also reported there are certain parameters required by ODOT specifying what the sign can and cannot be programmed to do, such as no flashing lights. It was reiterated it will be situated at the north end of town facing traffic coming in from La Grande. If it makes an impact, we can consider purchasing another sign. A question arose about vandalism, and it was noted we will need to add the sign to our insurance policy, and it was also determined Dave will research camera options to attach to it as well.
- Customer Bill Pay Options
Lana noted we have had more customers asking about credit/debit card bill pay options. She noted she and Kerri had researched different options but determined the card reader through CUSI would be the best option. Offering this payment method will also increase customer satisfaction. Discussion ensued and it was agreed to approve the purchase of the credit card terminal through CUSI.

Motion: Councilor Jason Stone moved to approve the card reader device through CUSI to receive payments to the city. Councilor Hackwith seconded. Motion carried.

New Business

- Fee Schedule for Hearings
Lana reported she requested fee schedules from Island City, Elgin, North Powder, and Imbler. She noted they are all different, so she is requesting the council provide a map of how to move forward. It was discussed that it falls within the purview of the City Recorder to determine what the costs will be for each hearing. However, it was also noted that the council would like to see a comparison of the fees from the aforementioned cities. Lana agreed to develop a presentation that lays out the other four

city's fees as well as draft fees for the City of Cove based on what it would take to cover our costs and present the information at the next regular meeting.

- **Flag Funding Request from La Grande Firefighters Local 924**
The flag funding request from La Grande Firefighters Local 924 was reviewed and discussion ensued. It was questioned where the flags are displayed and determined they are displayed in the downtown corridor in La Grande. Questions arose about donations to our local fire department, noting we should donate locally first. It was also noted Becky Droke takes care of the flags for the war memorial, and they are in need of replacement. Councilor Jason Stone suggested Dave contact Becky and let her know the city is willing to donate towards the purchase of those flags. He also noted he is in favor of donating to the La Grande Firefighters Local 924.

Motion: Councilor Cadinha moved for the city to donate \$25 a year to La Grande Fire Department for their flags. Councilor Jason Stone seconded. Before the vote it was questioned whether the donation was just for this year or ongoing. Discussion ensued and Councilor Cadinha expressed that he did not say ongoing, but that was what he intended. It was requested that he clarify his motion.

Motion: Councilor Cadinha moved to approve \$25 a year ongoing for the La Grande Fire Department on their flags. Councilor Jason Stone seconded. Council President McCowan interjected and asked what ongoing contribution we make to our own fire department. It was noted that was what had just been discussed and the action that came out of that discussion was that Dave was going to talk to Becky Droke because she is the person who takes care of the flags. It was clarified that she only takes care of the flags for the war memorial. Council President McCowan again noted he would like to take care of our own fire department's needs before focusing on other cities and pointed out that Island City, Imbler, North Powder, and Union are the back-up cities for Cove. La Grande does not respond to fires within Cove's boundaries. Considering that discussion, the question then arose whether to take the motion off the table or to leave it on the table. After further discussion it was determined to revise the motion again.

Motion: Councilor Cadinha moved to donate \$25 for one year, this year, for the La Grande Fire Department on their flags. Councilor Parker seconded. Council President McCowan and Councilor Eric Stone opposed. Motion carried.

Mayor Haeger noted to Council President McCowan's concerns, it would be good to figure out if we want to donate to those cities that support the City of Cove. She asked that it be added to the agenda for next month's meeting. Further discussion ensued and Mayor Haeger agreed to talk to Scott Loree, the City of Cove's Fire Chief, about the city's willingness to donate to the fire department.

City Council Working Committee Report

- **Transportation System Plan (TSP)**
Councilor Jason Stone reported at the last meeting they reviewed three more chapters and will be reviewing the final four at their next meeting. They should have a draft for review at the next regular council meeting. The next TSP meeting is scheduled for January 11, 2024.

City Recorder Report

Lana provided a verbal report:

- She provided a report on last month's income and the sources. It details the income deposits into the Community Bank account as well as the LGIP and the December bank statement from Community Bank. She also presented a Profit and Loss vs. Actual which is a quarterly report through December.
- She has some volunteers and some more names for people to contact for the Budget Committee. She is floating ideas for an introductory meeting/open house where she would provide hors d'oeuvres and refreshments for the members and explain what their role is in the budget process. For the budget meeting Mayor Haeger volunteered to provide a crock pot dinner to the Budget Committee members.
- She is working on a Procedure Manual.
- She is brushing up on the Election process since there will be elections in 2024.

Public Works Director Report

Dave provided a verbal report:

- He provided a verbal overview of the 2023 Hydro Production report. He noted it was a rough year for production. He reported there is someone interested in purchasing the plant, but he does not know if it would be possible with the current contract. It was requested that he investigate the possibility.
- They have been working on digging up manhole covers and found all the manhole covers that run across the Ascension property. They have run into some problems on the last stretch going into the lagoons. It's been upsized from 8-inch pipe to 10-inch, so it's collected quite a bit of debris. Cleaning out this debris will need to be done annually, going forward. He has purchased risers to raise the covers by Common Lane and across the Ascension School property.
- He requested to add to the next agenda questions that he and Lana have about the new Employee Handbook.

Mayor's Report

Mayor Haeger provided a verbal report:

- She participated in the Annual Tree Lighting Event.
- Next Monday, January 8th at 6 pm, the Cove Community Association is having a free dinner at Founder's Hall to "meet your neighbor."

Good of the Order

Dave reported there will be no more shooting at the Cove Sportsman's Club. The Ascension School terminated their contract and the Sportsman's Club has 45 days from December 31, 2023, to vacate the property.

Public Comment

Maxine Parker, High Valley Road, wanted to know if there were any alternative sites for the Cove Sportsman's Club. It was noted no alternative sites have been identified or discussed. She also questioned if the current owner of the pool would sell. It was reported that the current owner is not interested in selling at this time.

Suggestions for Future Workshops & Meeting Agendas

Agenda topics include:

- Draft Hearing Fee Schedule

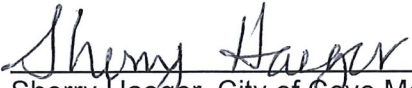
- Potential Donations to the Cove Fire Department and Cities that Support the City of Cove
- Draft Transportation System Plan
- Clarification on Interpretation of Part-time Worker Benefits

Upcoming Meetings

TSP Committee Meeting, January 11, 2024.

Adjournment

Mayor Haeger adjourned the meeting at 8:08 p.m.



Sherry Haeger, City of Cove Mayor



Kerri McCowan, Billing Clerk



Lana Shira, City Recorder