

**City Of Cove  
Council Meeting Minutes  
February 6, 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: Council President Matt McCowan, Councilors Shawn Parker and Jordan Hackwith.

Council Members Present Remotely: Councilor Eric Stone.

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

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

Council Members not Present: Councilors Jason Stone and Alan Cadinha.

City Staff not Present: All city staff were present.

Public Present: Darin Larvik, City Garbage Service, Shane Rollins, Alexis Cannon, Dave Coleman, Minseo KTM, Donna Beverage, Union County Commissioner, Dan Locken.

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 January 2, 2024
- Approval of Bills to Be Paid

Motion: Councilor Hackwith moved to approve the Consent Agenda for the last month. Councilor Parker seconded. Motion carried.

**Correspondence**

- Thank You Card from Cove Community Association  
A thank you card from the CCA expressing their appreciation for city support of the tree lighting event was presented for council to read.

**Old Business**

- Draft Hearing Fee Schedule  
Lana provided a verbal review of the city services fee comparison between the cities of Cove, North Powder, Elgin, Island City and Union County. The information was reviewed and discussed, and the following fee amounts were approved:

Building Set Back Approval-Business/Rental	\$ 75.00
Building Set Back Approval-Resident	\$ 75.00
Conditional Use	\$ 150.00
Variance (including fences)	\$ 300.00
Lot Line Adjustment	\$ 75.00
Re-Zoning	\$ 300.00
Partition 3 or less	\$ 300.00
Partition 4 plus	\$ 300.00 plus \$100.00 per each after 3
Annexation	\$1000.00
RV Permit (temporary use permit)	\$ 75.00
Home Business	\$ 0.00

- Potential Donations to the Cove Fire Department and Cities that Support the City of Cove  
Mayor Haeger will contact City of Cove Fire Chief, Scott Loree about donation needs as well as any way we can encourage volunteers to the Cove Fire Department.

**New Business**

- WastePro Rate Increase  
Darin Larvik, Representative for WastePro, provided a verbal review of the requested 3.4 percent rate increase and the driving factors contributing to the increase. Discussion ensued and it was noted the increase on the 1.5-yard Commercial Service will be more than the 3.4 percent increase because the cost of the bins has gone up, there is so little volume in them, and pickup is every other week. There is not enough gain in the value, so prior to the current requested increase they ended up losing money on them.

Mayor Haeger read Resolution No. 2024-1 in full.

Council President McCowan noted it has been 3 years in a row that they have asked for a rate increase. Can we expect an increase next year as well? Mr. Larvik noted he cannot tell as there are many factors that weigh into that decision.

Motion: Council President McCowan moved to accept Resolution 2024-1 as presented. Councilor Hackwith seconded. Motion carried.

- Clarification on Interpretation of Part-time Worker Benefits  
Lana noted the question is does the city council desire that part-time employees earn paid sick time, paid holidays, and paid vacation. It was further noted the way the handbook is written for part-time employees to be eligible for those benefits they must work 20 to 36 hours; however, there are some part-time employees that work less than 20 hours, so the question is was it the intention for those employees working 16 hours or more to be eligible for the paid sick, holiday, and vacation time. It was discussed that the council's intention was that part-time employees working 16 hours or more will receive sick pay, vacation pay, and holiday pay.

Motion: Councilor Hackwith moved to change the requirements for part-time employees to get paid sick leave, time off and holiday pay to include employees that work 16 hours or more. Councilor Eric Stone seconded. Council President McCowan abstained. Motion carried.

- Update Ordinance 2-2017, An Ordinance Amending Billing and Payments of Water and Sewer Accounts, Section 11 of Ordinance No. 1, Series 1981, and Eliminating Ordinance 1997-3  
Section 6. Delinquent Accounts, c) Service turn-off, of Ordinance 2-2017 was reviewed. It was suggested changing "water service will be turned off until all delinquent amounts have been paid" to "water service will be turned off until the account balance is paid."

Motion: Councilor Parker moved to change the ordinance to the new language suggested above. Council President McCowan seconded. Motion carried.

- POW Flag and US Flag at City Hall  
Lana noted all the flag talk from last month's meeting brought up the fact that we do not have a flagpole at City Hall. Discussion ensued and it was determined the city would purchase a POW and United States flag, pole, and light to be installed and displayed at City Hall.

Lana will research the cost of these items and will present the information when she has it.

Dave reported he talked to Becky Droke, and she indicated she does need one or two POW flags. Lana will add that to her list.

### **City Council Working Committee Report**

- Transportation System Plan (TSP)
  - Present Draft Plan  
Dave reported he sent out the draft document for council to review. He noted it's a large document and it will take some time to get through. Discussion ensued and it was determined a work session for March 14, 2024, at 7:00 pm will be scheduled to discuss the document.

### **City Recorder Report**

Lana provided a verbal report:

- She verbally reviewed the handouts detailing the income report from January showing deposits vs. bills, LGIP balance and interest earned and Community Bank checking beginning and ending account balance. No questions or concerns were noted.

## Public Works Director Report

Dave provided a verbal report:

- They got the manhole sections in and will start raising the manhole lids up across the Ascension property.
- Hydro has been cranking out power with all the wet weather.
- We received the speed sign. We need a permit for ODOT to install it on the highway. There are some issues with the permit that need to be worked through before installing it.
- ODOT denied the speed study to lower the speed limit from 30 mph to 25 mph out to Antles. He appealed the denial, and there will be an appeal hearing in May that he will attend to plead our case.
- Clean Up Day – Several citizens have asked if we are going to have a Clean Up Day. It was agreed we need to schedule a Clean Up Day this spring. It was determined to schedule it in May.

## Mayor's Report

Mayor Haeger provided a verbal report:

- She reported she received a request from Gerry Zastrow from South County Healthcare District Union Family Dental Clinic asking her to provide a letter of support for their expansion. She noted she feels it will have more weight if it comes from her and the council, so she is going to formulate a letter and distribute it to council for approval.

## Good of the Order

No good of the order was presented at this meeting.

## Public Comment

Dan Locken asked about the metal bins and if we could get a shorter dumpster because it's hard to lift heavy objects up that high. Dave indicated it's up to B&K what bins they deliver to us.

Shane Rollins announced his candidacy for Union County Sheriff and provided his business card. He gave a verbal review of his background and qualifications for the job.

Donna Beverage reported this will be her eighth and last year as Union County Commissioner. She encouraged anyone who is interested to apply for the position.

## Suggestions for Future Workshops & Meeting Agendas

TSP Workshop March 14, 2024, 7:00 pm.

## Upcoming Meetings

TSP Workshop March 14, 2024, 7:00 pm.

## Adjournment

Mayor Haeger adjourned the meeting at 8:45 p.m.



Sherry Haeger, City of Cove Mayor



Kerri McCowan, Billing Clerk



Lana Shira, City Recorder