

**City Of Cove  
Council Meeting Minutes  
April 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: Council President Matt McCowan, Councilors Eric Stone, Jordan Hackwith, Alan Cadinha, Shawn Parker, Jason Stone.

Council Members Present Remotely: No Council Members were present remotely.

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: All council members were present.

City Staff not Present: All city staff were present.

Public Present: Robin Church, Dave Coleman, Dan Brinton, Kathie Brinton, 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**

- Appoint Budget Officer and Budget Committee Members (Discussed after City Council Working Committee Report.)

**Public Comment**

Robin Church, 2601 N Ash, La Grande, announced she is running for County Commissioner and outlined her qualifications for the job.

**Consent Agenda**

- Council Minutes March 5, 2024
- Approval of Bills to Be Paid

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

**Correspondence**

Dave reported he received a phone call requesting the city perform dust abatement on Geni and Susie Lane. He will discuss this request in his Public Works Director report.

## Old Business

- Donation to Cove Booster Club for Electronic Sign  
The donation to Cove Booster Club for an electronic sign was discussed. Lana noted we have \$700 in our donation budget for this year. However, since there is no timeframe, we can discuss the request in the 2024-2025 budget. Council President McCowan noted we should table the request until the next meeting.

## Public Hearing 7:30 pm Dan and Kathie Brinton Variance

- Open Hearing  
Mayor Haeger opened the hearing at 7:30 pm and made the Hearing Disclosure Statement available to the public. There was no actual potential conflict of interest, exparte contact or personal bias reported, except Councilor Parker recused himself from the discussion because he is the Brinton's neighbor.
- Staff Report  
City Recorder Lana Shira read the staff report.
- Applicant's Testimony  
Dan Brinton noted the staff report clearly outlined their request and he had nothing further to add.
- Proponent's Testimony  
There was no proponent's testimony.
- Opponent's Testimony  
There was no opponent's testimony.
- Applicant's Rebuttal  
There was no applicant's rebuttal.
- Close Hearing  
Mayor Haeger closed the hearing at 7:36 pm.
- Council Deliberation & Final Decision

Motion: Council President McCowan moved approval of the variance requested by Dan and Kathie Brinton for a side setback of 6 ft. and a rear setback of 7 ft. because they have proven the existence of all REQUIRED CONDITIONS in Section 10.02 of the City of Cove Zoning Ordinance. Councilor Jason Stone seconded. Motion carried.

## Public Hearing 8:00 pm First Reading of Ordinance 1-2024, An Ordinance Amending Billing and Payments of Water and Sewer Accounts, Section 11, (6)b) and c) of Ordinance No. 1, Series 1981

Mayor Haeger read Ordinance 1-2024 in its entirety.

Motion: Councilor Jason Stone moved that Ordinance 1-2024, An Ordinance Amending Billing and Payments of Water and Sewer Accounts, Section 11, paragraph 6 b) and c) of Ordinance No. 1, Series 1981, be passed to a second public reading on May 7<sup>th</sup>, 2024. Council President McCowan seconded. Motion carried.

## New Business

- Proposed Union County Truancy Ordinance (Cove School Representative/Union Co. Dist. DA)  
Kelsie McDaniel, Union County DA, reported she is here to talk about the Union County Truancy ordinance that is being proposed before the Union County Commissioners. She noted she has been going to various city council meetings to propose that they sign off on a resolution to give the Union County Commissioners consent for participation of all public schools within Union County. She noted this is reimplementing a law that has already been in existence and provided the background. She stated she has been working with all the superintendents of public schools throughout the county and Resolution 2024-01 is the result. Mayor Haeger noted she went to the Cove School Board meeting because she wanted to know what they had to say about this topic. They reported in Cove they have five students who are truant. Two of them are in high school and the other three are in grammar school. In those cases, it is the parents who don't send their kids to school. The school has done all they can with the tools at their disposal, so this ordinance would allow the Cove Superintendent to take it to the next level, which would be the Sheriff's Department. Ms. McDaniel noted there are several steps in the ordinance that the school must go through before getting to that point. It was clarified that it would apply to any student that lives outside of the Cove School District and that home school students and on-line students do not fall under this ordinance. Discussion ensued and it was noted the council will want to read the ordinance in its entirety before they decide whether they will support it.
- Becky's Garden Donation Request  
Lana reported Becky Droke is requesting a \$200 donation towards the city garden.

**Motion: Council President McCowan moved to provide Becky Droke her annual \$300. Councilor Jason Stone seconded. Motion carried.**

- Request for Support from Cove Education Foundation for Spring Run Off  
The request from the Cove Education Foundation for support of their Spring Run Off Fun Run/5K fundraising effort was reviewed.

**Motion: Councilor Jason Stone moved to support the Cove Education Foundation Spring Run Off. Councilor Cadinha seconded. Motion carried.**

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

Councilor Jason Stone noted all the work for the land use portion of the TSP is done. We just need to schedule a work group meeting to review it. It would be beneficial for council to look at the changes ahead of any work group meeting. The work group will be scheduled for April 25<sup>th</sup> at 7pm.

### **Appoint Budget Officer and Budget Committee Members**

Councilor Jason Stone nominated City Recorder, Lana Shira, as the Budget Officer to prepare and oversee the adoption of the 2024-25 budget for the City of Cove.

City Recorder, Lana Shira, accepted the nomination.

Motion: Councilor Cadinha moved that Lana Shira be appointed as the Budget Officer to prepare and oversee the adoption of the 2024-25 budget for the City of Cove. Council President McCowan seconded. Motion carried.

Motion: Councilor Eric Stone noted the following citizens have volunteered to be members of the Budget Committee; therefore, he moved that Scott VanNice, Brenda Overton, Dan Smith, Andrea Pelascini, Sandy Stephenson, Mike Siniff, and Crissa Siniff be appointed to the City of Cove 2024-25 Budget Committee. Councilor Jason Stone seconded. Motion carried.

### **City Recorder Report**

Lana provided a verbal report:

- She reminded the council that SEI is open. They have until April 15<sup>th</sup> to file.
- She participated in a CIS Best Practices Survey. Lisa Masters went over the survey with her for 2 plus hours. There is some work to be done to make our best practices better. Most of the work needs to be done on emergency planning for the city, as well as some additions to the employee handbook.
- Budget Committee is May 7th. There will be a light casual dinner beforehand. She would like council to approve purchasing utensils.
- The budget document is ready for the upcoming budget.
- A P&L Budget vs. Actual for all funds was provided. Discussion ensued and all questions were answered.
- Cove Clean Up Day is scheduled for May 18<sup>th</sup>. She would like to see councilors volunteer if possible. Insurance for volunteers will be provided through SAIF at a savings to the city.
- Eric Ellenfield of Union needs to perform 32 hours of community service. He asked if there was anything he could do for the city. Dave noted there are some jobs that could be assigned to him. Council unanimously approved.
- The Philly Trip bottle drop off asked if it was ok to leave their trailer where it is for a bit longer. It was determined that would be fine.
- Request to purchase a podium for speakers at city council meetings.

Motion: Councilor Jason Stone moved to approve the necessary spending for a meal for the Budget Committee and a podium. Councilor Cadinha seconded. Motion carried.

### **Public Works Director Report**

Dave provided a verbal report:

- They finished raising manholes across the Ascension property and Tom Carlin's place. They made a couple of repairs on Tom Carlin's place.
- He is still working with ODOT for a resolution on the speed radar sign. They are going to install it on Orchard Street, just to see how it works.
- He received another request for dust abatement on Geni and Susie lanes.
- He submitted the pre-app for the TGM grant.
- He suggested installing sound absorbing boards or something similar to reduce the echo in City Hall.

- He reported he has been considering joining the Cove Fire Department as a volunteer but wants council approval since it may impede his duties for the city.

Motion: Councilor Parker moved to approve Dave joining the Cove Fire Department. Councilor Jason Stone seconded. Motion carried.

- He performed an employee review with the part-time Public Works Worker. He would like to make a recommendation for a raise. He suggested a \$1.50 hour raise.

Motion: Councilor Jason Stone moved to increase the part-time Public Works Worker's wages by \$1.50/hour. Councilor Eric Stone seconded. Motion carried.

Lana requested when this raise should take effect. It was noted it will be effective April 1, 2024.

Motion: Council President McCowan moved to increase the meeting time by 30 minutes. Councilor Cadinha seconded. Motion carried.

### **Mayor's Report**

Mayor Haeger provided a verbal report:

- Truancy at School Board Meeting. See discussion of Truancy Ordinance.

### **Good of the Order**

No good of the order was presented at this meeting.

### **Public Comment**

Robin Church asked for and received clarification on the speed sign.

### **Suggestions for Future Workshops & Meeting Agendas**

- TSP Work Session

### **Upcoming Meetings**

There are no upcoming meetings.

### **Adjournment**

Mayor Haeger adjourned the meeting at 8:31 p.m.

  
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Sherry Haeger, City of Cove Mayor

  
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Kerri McCowan, Billing Clerk

  
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Lana Shira, City Recorder