

**City Of Cove
Council Meeting Minutes
November 5, 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 Shawn Parker, Jordan Hackwith, Eric Stone, Alan Cadinha, and Youth Councilor Emma Carson.

Council Members Present Remotely: Council President Matt McCowan.

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

City Staff Present Remotely: Billing Clerk Kerri McCowan.

Council Members not Present: Councilor Jason Stone.

City Staff not Present: All City Staff were present.

Public Present: Jim Bars, Maxine Parker, Alexis Cannon, Lindsay Cole, Terry Zbylut, and Charlie and Trisha Kirksey.

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

Additions/Changes to the Agenda

- Cove Kids Safe Path to School Project (See New Business)
- Rose Meadow Update (See Old Business)

Public Comment

No public comment was made at this time.

Consent Agenda

- Council Minutes October 2, 2024
- Approval of Bills to Be Paid

Motion: Councilor Parker moved to approve the Consent Agenda as presented. Councilor Eric Stone seconded, Councilor Hackwith abstained. Motion carried.

Correspondence

A flag was presented to the city to fly on Veteran's Day with a certificate of authenticity to show the flag was flown over the Fallen Soldiers Memorial in Jalalabad, Afghanistan.

Old Business

- **Draft Burn Ban Ordinance**
Lana provided an update on the Burn Ban Ordinance reporting the committee has been working on it and noting that basically we will follow the county burn ban ordinance but change the language so that it pertains to the City of Cove. Some other changes will be regarding burn barrels during the county burn ban which will be more restrictive in our ordinance. Also, the hours of the burn ban may be more restrictive, as well as the distance of the burn barrel from the property line. Their goal is to have it finalized by early spring.
- **Municipal Court Costs to Join the City of Union**
Lana reported she has a meeting tomorrow with the City of Union administrator and their ordinance officer to further discuss the Municipal Court. She also reported through research she found out that a city can enforce ordinances without a municipal court. She will research that avenue further.
- **Anderson Perry New GIS Agreement**
Dave reported he is still working on getting comparable costs for GIS administration.
- **High Valley 25 mph Speed Zone**
Dave reported that he talked to the county about a 25-mph speed zone on High Valley Road, and their stance is that they do not post speed limits on gravel roads, and they suggested we shouldn't either. Further discussion ensued and it was determined it is a county-maintained road, and the speed limit is the county's jurisdiction.
- **Rose Meadow Update**
Lana provided an update on Rose Meadow Development. She noted as it stands right now the application has expired as of April of this year. The last update the city received was that they were working with the DEQ regarding Mill Creek and the sewage. Councilor Parker noted the property is for sale and he wanted to know since what was approved has expired if the process would have to be started over again. It was confirmed that would be the case. He also questioned if it is zoned R1 or R2. Dave confirmed it is zoned R1.

New Business

- **Audit Findings – Lindsay Cole, CPA**
Lindsay Cole from Connected Professional Accountants was present to provide a review of the Annual Financial Report and Agreed Upon Procedures. She noted this is the first time they have performed the Agreed Upon Procedures. She provided an overview of the reports. All areas of concern were discussed and have been addressed.
- **Anderson Perry Estimates/Scope of Work Agreements (Slide Repair/Interior Coating of Lower Reservoir)**
Brandon Mann, a representative from Anderson Perry, was present to provide a verbal review of the agreements for the slide repair and the coating of the reservoir. Dave noted the reservoir project will be an expensive project, but one that is critical to the quality of our drinking water. Further discussion ensued.

Motion: Councilor Parker moved to approve \$17,000 to get the engineering done for the slide repair. Councilor Hackwith seconded. Motion carried.

Motion: Councilor Cadinha moved to approve \$19,500 for the Design and Scope of Work for coating the interior of the reservoir tank. Councilor Eric Stone seconded. Motion carried.

Dave reported there is more work to be done up High Valley to eventually upgrade the water line and it was brought to his attention that Anderson Perry did our last water system master plan, and it is a requirement that it gets updated or amended every 20 years which is past due. It was discussed that it is not urgent to get it done, but it will need to be included in the budget for next year.

- **Operation Green Light for Veterans**
Lana explained the project Operation Green Light and noted she would like to install a green light in the outside light at city hall for the duration of the project. Youth Councilor Carson volunteered to see if the school would like to participate in the project as well.
- **Cove Kids Safe Path to Schools Project**
Jim Bars was present to provide an overview of his plan for Cove Kids Safe Path to School project. He noted his goal is to complete the project with zero cost. He provided further explanation of his plan and the organizations he has consulted with to implement the plan. Discussion ensued. It was noted the introduction of the project will need to be very specific to those residents whose easement will be affected. It was discussed that he will need a more specific plan to show the citizens of Cove what he wants to do, then he can come back to the city council to ask for funds. He was provided some names of teachers at the school who could help him create the plans that are being requested.

City Council Working Committee Report

- **TSP – Land Use Chapter 5**
A work session was held last Tuesday and Chapter 5 was completed. At the work session everyone present received a full copy of the document with the changes accepted. Discussion ensued and it was determined that current councilors, as well as the new councilors, will need to receive a copy of and read the entire document in full and then schedule another work session to go over any questions in January.

City Recorder Report

Lana provided a verbal report:

Motion: at 8:30 pm Council President McCowan moved to extend the meeting by 30 minutes. Councilor Cadinha seconded. Motion carried.

- She attended a public test of the ballot tally at the Union County Clerk's Office.
- She has a Municipal Court meeting tomorrow with the Union City Recorder.
- She plans to start attending the County Commissioners' meetings online, and then provide a briefing to the councilors about what's going on at the county level.
- She is going to create an index of all the city ordinances.
- She has some office procedures to work on after the results of the audit.
- We received a thank you from the Cove Booster Club for the donation to the Cove School reader board. It included T-shirts, game passes and ballcaps. She encouraged the council members to take what they wanted.
- The mayor withdrew her request for \$100 for candy, so the city did not buy candy or donate towards the mayor's trunk or treat.

Public Works Director Report

Dave provided a verbal report:

- They've been busy getting ready for winter. They've been jetting storm drains on the highway.
- There is a sewer manhole that is buried by the school football field on the highway, and they will be working with the state to raise that up.
- They are working on the storm drain project on Alder Street to address issues with flooding.
- He has a meeting scheduled with a contractor to get cost estimates for the hydro slide project.
- He is getting quotes for a flatbed trailer.
- He's been getting requests for our Renewable Energy Credits (RECs). He provided a quote for the council to consider. He reported we have been banking them, but they lose value over time, so we might want to consider selling them.

Motion: Council President McCowan moved that we sell all our energy credits. Councilor Parker seconded. Motion carried.

- Councilor Cadinha questioned why the speed limit sign is not where the high speeds typically occur. Dave noted they are still working on the trailer to be able to move it. That will probably be a winter project.

Mayor's Report

Mayor Haeger provided a verbal report:

- She is continuing to build relationships with the CCA, Earl Pettit, Cove School Superintendent, and the Ascension School.

Youth Councilor Report

Emma provided a verbal report:

- The volleyball team played in the second round at the state tournament. The football team has a playoff game this Friday. Cross Country will be at the state tournament this weekend.
- Basketball practice will start on the 18th.
- There will be a Veteran's Day program on the 7th.
- They are working on scheduling a Christmas Carnival.
- Powder Puff football is coming up.
- Theater is having their fall play from the 15th through the 17th.

Good of the Order

There was no good of the order presented at this time.

Public Comment

Terry Zbylut, 101 High Valley Road, inquired about an estimate for water hookups. Dave noted he received a rough estimate from Anderson Perry of about \$4,000,000, and he is still working on logistics.

Suggestions for Future Workshops & Meeting Agendas

TSP Work Session will be scheduled sometime this January.

Upcoming Meetings

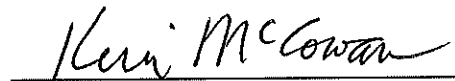
Regular Council meeting scheduled for December 3, 2024.

Adjournment

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



Sherry Haeger, City of Cove Mayor



Kefri McCowan, Billing Clerk



Lana Shira, City Recorder