

**City Of Cove
Council Meeting Minutes
August 5, 2025**

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, Boss Parker, Jason Hagey, Alexis Cannon, and Shawn Parker.

Council Members Present Remotely: There were no councilors present remotely.

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

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

Council Members not Present: Councilor Eric Stone.

City Staff not Present: All city staff were present.

Public Present: Dennis Nostrant, Union County Commissioner, Jake Seavert.

Public Present Remotely: There was public present remotely. See City of Cove Meeting Info printout.

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

- Cost of Living Wage Increase (See New Business)

Public Comment

No public comment was made at this time.

Consent Agenda

- July 1, 2025, Council Minutes
- Approval of Bills to Be Paid

Motion: Councilor Shawn Parker moved to approve the Consent Agenda as presented. Councilor Hagey seconded. Motion carried.

Correspondence

No correspondence was presented at this meeting.

Old Business

- **Island City Justice Court Follow-Up**
Lana did not have any follow-up to provide. She will try to have an update at the September council meeting.
- **Student Councilor Applications and Draft Scholarship Procedure**
Mayor Haeger explained that she drafted a Student Councilor Scholarship Procedure. It was reviewed and discussion ensued. It was determined to change the scholarship amount to say something to the effect that the amount is determined by the fiscal year's budget. Also add to the application in the short essay part of the procedure what the scholarship funds will be used towards. Changes will be made and brought to the next meeting for approval.

Two applications were submitted for the Student Councilor position. Emma Carson and Charles Fairless. The applications were reviewed. Council President McCowan nominated Emma Carson. Councilor Hagey seconded. The council was unanimously in favor of appointing Emma Carson as the Cove Student Councilor. Mayor Haeger appointed Emma Carson as the Cove Student Councilor.

Motion: Councilor Hagey moved to approve the appointment of Emma Carson as City of Cove Student Councilor. Council President McCowan seconded. Motion carried.

- **Update on Cove Beautification Proposal**
Lana provided a verbal review of the outline of the Cove Beautification Proposal included in the packet. Councilor Cannon reported she did some additional research and went to the Cove Community Association meeting on August 4th. The CCA agreed to provide three volunteers as judges for the award along with city council. It was suggested to complete judging on October 1 through 15. Discussion ensued. It was agreed to present the award in November. CCA asked to be mentioned as providing volunteers for the program.

Lana noted the main thing at this meeting is for the council to know where the proposed funding will come from. She provided a breakdown of the expected expenses and the suggested award of a \$50 gift certificate to local vendors and a \$50 discount on the customers' water bill, twice per year. She recommended funding come from the metal recycle bin. It was the consensus of council to move forward with funding a pilot program.

Motion: Councilor Hagey moved to approve the City of Cove Beautification Pilot Program as presented. Council President McCowan seconded. Motion carried.

New Business

- **2025-2027 Grant Young Memorial Planning Assistance Grant**
Lana reported that this is a \$2,000 grant that is available and awarded simply by completing the paperwork and signing up. The grant is very general but is directed to city planning programs. There is not a strict deadline for when the money is to be used; however, it does stipulate a deadline of 2027. Discussion ensued and it was felt, once received, the funds should be placed into a separate account. Lana noted that our new bank has some higher interest accounts, and she will investigate placing the funds into one of those accounts.

Motion: Council President McCowan moved to apply for the Grant Young Memorial Planning Assistance Grant as presented. Councilor Cannon seconded. Motion carried.

- **Cost of Living Wage Increase (COLA)**
The COLA that has been budgeted was reviewed and discussion ensued. Dave noted Cove city employees typically get an increase each fiscal year, but it has not been awarded for this fiscal year.

Motion: Councilor Cannon moved to approve the 2025 COLA wage increase retro as of July 31, 2025, at 2.5 percent. Discussion ensued as to whether it was retro to July 31 or July 1, 2025. It was determined it should be retro to July 1, 2025. Motion failed.

Motion: Councilor Cannon moved to approve the 2025 COLA wage increase retro as of July 1, 2025, at 2.5 percent. Councilor Boss Parker seconded. Council President McCowan abstained. Motion carried.

- **City Council Working Committee Report**

- **TSP – Land Use Questions (15 minutes for discussion)**
Councilor Shawn Parker had some issues with the document. The topics he wanted to discuss included Article 5.2, 6.3, 8.4, 8.6, 3.2, 3.9 and 3.22. Councilor Stone sent an email stating he had issues with fence height (Article 5.5)

Discussion ensued about dictating the shape of a lot, and it was agreed to delete Article 5.2 section C and delete references to street improvements in Article 6.2.005. It was noted these references were deleted in Article 6.3 but not 6.2. Dave will make the changes to Article 6.2, so it is the same as 6.3.

It was determined a Work Session will be scheduled to discuss the rest of the issues on August 18th at 7pm.

City Recorder Report

Lana provided a verbal report:

- The audit was performed on July 28th. Three auditors were at city hall that day. They will present their findings to Council in October. She noted it went well. The only issue was our lack of documented procedures. She has made audit notes to address the deficiencies in procedures and is working on addressing them
- Cardboard overflow is a problem. People will leave cardboard in a stack next to the bin when it is full. She would like to create a sign that says littering is against the law, with verbiage that cites the specific ORS about offensive littering as well as the city's recourse and penalties that can be applied. Dave agreed to call B&K and find out the particulars of how many cardboard bins we can have, whether we must purchase or rent them, etc. It was agreed to pursue purchasing a sign with the verbiage Lana suggested.
- She was contacted by a company who notified her that in April of 2024 the DOJ ruled that government websites must be accessible to people with disabilities. Websites must be compliant by April 2027. She reviewed the issues that need to be addressed. It was noted that our website is administered by WordPress, and they should be able to help bring us into compliance.

Public Works Director Report

Dave provided a verbal report:

- Paving Gene/Suzie is done, and it turned out nicely.

- Hydro production is down. A drought declaration has been declared by Union County and the state for Union County.
- He will be meeting with the contractor for the kickoff of the reservoir recoating project.
- Anderson Perry is still working on evaluating the High Valley water/sewer lines. As soon as he gets it, he will forward it to the council.
- Part-time Public Works Worker, Jason Jayne, has received an additional water certification. Dave is requesting a pay raise of \$2/hour in addition to the COLA. He noted it has also been budgeted to increase the part-time workers' hours to 30 hours per week.

Motion: Councilor Cannon moved to give the Part-time Public Works Worker \$2 more/hour. Council President McCowan suggested to increase it to \$1.50/hour. Motion failed.

Motion: Council President McCowan moved to increase the Part-time Public Works Worker wages to \$1.50/hour, effective August 1, 2025. Councilor Shawn Parker seconded. Motion carried.

The increase in hours from 20 hours to 30 hours will be discussed at the September meeting.

Mayor's Report

Mayor Haeger provided a verbal report:

- She requested \$100 for candy for the Cherry Fair parade. She will use the leftovers, if there are any, for the Trunk or Treat. Lana noted there is money in the budget that will cover the request.

Motion: Councilor Shawn Parker moved to approve the \$100 candy donation. Councilor Cannon seconded. Motion carried.

- She was approached by a student for an interview and talked about what she does in her volunteer capacity as the mayor.
- She wants to talk about the Nuisance Ordinance at the next meeting.

Good of the Order

Council President McCowan requested the radar speed sign be moved to Haefer Lane or Second Street since school is resuming in a couple of weeks. Dave noted the sign will need to be reconfigured since the speed zone is only 20/mph during school hours.

Public Comment

Dennis Nostrant requested a copy of the draft TSP – Land Use document. Lana will provide him with a copy.

Suggestions for Future Workshops & Meeting Agendas

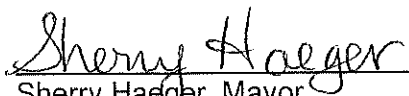
Workshop on August 18th at 7 pm to discuss the TSP – Land Use Document.

Upcoming Meetings

No upcoming meetings were discussed.

Adjournment

Mayor Haeger adjourned the meeting at 8:34 p.m.


Sherry Haeger, Mayor


Kerri McCowan, Billing Clerk


Lana Shira, City Recorder