

**CITY OF COVE
REGULAR COUNCIL MEETING
October 7, 2025, at 7:00 p.m.
504 ALDER STREET
COVE, OR 97824**

- **Call to Order**
- **Pledge of Allegiance**
- **Council Roll Call**
- **Additions/Changes to the Agenda**
- **Public Comment for Items on the Agenda-** 3 minutes per person; Must Sign the Speakers Roster
 - Community members may address issues observed on the agenda and may ask council for additions for consideration to be added to the current agenda.
- **Consent Agenda**
 - September 2, 2025, Council Minutes
 - Approval of Bills to Be Paid
- **Correspondence**
- **Old Business**
 - Island City Justice Court Follow-up
 - Nuisance Ordinance Follow-up
 - High Valley Utilities Evaluation Follow-up
- **Public Hearing 7:30 p.m. Verizon Tower Modifications**
 - Open Hearing
 - Staff Report
 - Applicant's Testimony
 - Proponent's Testimony
 - Opponent's Testimony
 - Applicant's Rebuttal
 - Close Hearing
 - Council Deliberation & Final Decision
- **New Business**
 - Consideration of Interest in Vacant City of Cove Council Position
 - FY 2024-2025 Audit Results
- **City Council Working Committee Report**
 - TSP – Land Use Development Code Follow-up
 - Cove Beautification Pilot Project
- **City Recorder Report**
- **Public Works Director Report**
- **Mayor's Report**
- **Student Councilor Report**
- **Good of the Order**
- **Public Comment for Items Not on the Agenda-** 3 minutes per person; Must Sign the Speakers Roster
 - This is the place allowed for the public to comment on anything they wish to have addressed by council or discuss their feelings towards any matter before the council, which is not already scheduled for discussion on the meeting agenda.
- **Suggestions for Future Workshops & Meeting Agendas**
- **Upcoming Meetings**
- **Executive Session**
- **Adjournment**

To submit public comment in writing, or questions about accommodations for persons with disabilities please send an e-mail to cityadmin@cityofcove.org at least four (4) calendar days prior to the meeting. To join the meeting virtually from your computer, tablet, or smartphone see the link below:
<https://meet.goto.com/CityofCove>

You can also dial in using your phone:
United States (Toll Free): [1 877 309 2073](tel:18773092073)
United States: [+1 \(312\) 757-3129](tel:+13127573129)
Access Code: 566-891-733

**City Of Cove
Council Meeting Minutes
September 2, 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: Councilors, Shawn Parker and Alexis Cannon.

Council Members Present Remotely: Council President, Matt McCowan.

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: Councilors, Eric Stone and Boss Parker.

City Staff not Present: All city staff were present.

Public Present: Cheryl Hargrove, Dennis Nostrant, and Jenny Beverage.

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

There were no additions or changes to the agenda.

Public Comment

No public comment was made at this time.

Consent Agenda

- August 5, 2025, Council Minutes
- Approval of Bills to Be Paid

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

Correspondence

No correspondence was presented at this meeting.

Old Business

- **Island City Justice Court Follow-Up**
Lana reported she sent an email to Karen Howton, City of Island City Recorder. She received a response that she's on medical leave but did get a call from someone from the office. This person noted they are working on coordinating their own Justice Court, but may contract with La Grande Justice Court for the time being. Lana reached out to the La Grande office, but the offices at La Grande will be closed until September 9th. She will follow up with them when they're back.
- **Nuisance Ordinance Follow-Up**
The mayor noted she has concerns about our nuisance ordinance that stem from the conversation with Sheriff Bowen at the July meeting. She provided a recap of that conversation. She questioned why we have the nuisance ordinance since we don't have an ordinance officer or any other way to enforce it. Lana reminded council that the ordinance officer in Union has offered to coordinate with us. Additionally, she felt we could wait to make a decision about our ordinance until we find out whether we are able to coordinate with the city of La Grande for Justice Court. Councilor Shawn Parker noted that he thought we could state that we will follow the County ordinance. The mayor asserted she didn't think so but will get clarification from Sheriff Bowen.
- **High Valley Utilities Evaluation**
Dave noted he emailed the draft High Valley Utilities Evaluation report to the council, which is also included in the meeting packet. Discussion ensued regarding the different options. Councilor Shawn Parker noted there is a discrepancy between the memorandum and the bids where it was noted in the memorandum that PVC would be used, but the bids indicate iron. Dave agreed to ask for clarification on that and then we can decide which bid to accept.
- **Student Councilor Scholarship Procedures Update**
The revisions to the Student Councilor Scholarship procedure were reviewed. Further revisions were suggested regarding Recognition and Scholarship. Lana agreed to make the revisions to that section.
- **Part-time Public Works Worker Hours**
Lana provided an overview of the part-time workers' current hours and wages, and what it would be with increased hours, explaining the breakdown of wages, taxes, retirement and health benefits for the fiscal year. The maximum number of hours he could work to fit in the current budget would be 28.

*Discussion ended at 7:30 pm and moved to the Public Hearing.

*Discussion resumed at 7:41 pm.

Council President McCowan asked for clarification on benefits and Lana noted anything over 20 hours makes an employee eligible for health and retirement benefits. However, health benefits are negotiable, noting we offer wages in lieu of benefits to the City Recorder and Public Works Director. Retirement benefits are not negotiable, set at 8 percent currently. Further discussion ensued and it was determined that this will be decided in Executive Session at the end of the next council meeting.

Public Hearing 7:30 p.m. Beverage Zoning Variance for Fence Height Along Caddie Street

- Open Hearing
The mayor opened the hearing at 7:30 pm. She requested conflict of interest, exparte, etc. to be declared. Each councilor turned in a signed declaration form. There were no conflicts declared. The disclosure statement was provided.
- Staff Report
Lana provided a verbal review of the staff report.
- Applicant's Testimony
Jenny Beverage reported she is present on behalf of her parents, who will be living on the property, and provided reasoning for the requested variance.
- Proponent's Testimony
There was no Proponents Testimony.
- Opponent's Testimony
There was no Opponent's Testimony.
- Applicant's Rebuttal
There was no Applicant's Rebuttal.
- Close Hearing
The mayor closed the hearing at 7:38 pm.
- Council Deliberation & Final Decision

Motion: Councilor Cannon moved approval of the variance requested by Brett and Jenny Beverage to vary from Zoning Ordinance Section 8:12 (3) a fence height requirement of three and a half (3 ½) feet, allowing for a six (6) foot privacy fence built specific to Exhibit A of the application. Applicants have proven exceptional conditions apply to the property and that the fence height will not materially alter the stability of the land use pattern of the area and will not be injurious to other property in the vicinity. Councilor Shawn Parker seconded. Motion carried.

New Business

- Resignation of City of Cove Councilor Jason Hagey
*Discussion began at 7:50 pm.

Mayor Haeger read the resignation letter of Councilor Jason Hagey. Lana noted that the position can be filled by nominating someone and if they accept the nomination, and the councilors agree, that person can be appointed to the council. It was determined that the councilors will ask around for anyone who might be interested in the position. Lana will also post the opening on our website and social media.

City Council Working Committee Report

- TSP – Land Use Development Code
The review of the draft TSP – Land Use Development Code was completed at the last two work sessions. Dave has some reworking to do on some sections and Lana will be following up for clarification on some sections as well. Dave will present a report at the next meeting.

- Cove Beautification Pilot Project
It was reported there have been no applications received at this time.

City Recorder Report

Lana provided a verbal report:

- She provided follow up regarding Island City Justice Court during the discussion under Old Business.

Public Works Director Report

Dave provided a verbal report:

- The contractor has started recoating the lower reservoir. There will be a valve installed at the well house which will allow them to drain the line and possibly stop heating the building in the winter.
- They are in the process of staking out First and Water Street in preparation for paving.
- They have begun construction of the grate at the hydro plant.
- Hydro has been suffering all summer.
- He contacted WastePro about getting another cardboard bin. They notified him Union County bought the bins many years ago, so he contacted them to see if we could get another cardboard bin and whether we would need to purchase it or if the county will provide it. He hasn't yet heard back.
- He met with Dan Landa who wants to pursue installing water and sewer on his back lot. Dave noted he feels the city should help with the cost, and there is precedence established. He also reported our ordinance states the city can help with costs if it benefits us with future development.

Mayor's Report

Mayor Haeger provided a verbal report:

- She participated in the Cherry Fair parade and handed out candy. Cherry Fair was successful.

Student Councilor Report

Emma provided a verbal report:

- Homecoming plans are in process.
- FFA had a booth at the Cherry Fair.
- Kerri asked her to check with Brett Dunten regarding advertising the monthly council meetings on the school reader board.

Good of the Order

Councilor Shawn Parker asked if Dave was still looking to purchase a new city truck. Dave noted he is still working on it.

Public Comment

No public comment was made at this meeting.

Suggestions for Future Workshops & Meeting Agendas

No suggestions for future workshops or meeting agendas were made.

Upcoming Meetings

Regular council meeting scheduled for October 7, 2025.

Adjournment

Mayor Haeger adjourned the meeting at 8:10 p.m.

Sherry Haeger, Mayor

Kerri McCowan, Billing Clerk

Lana Shira, City Recorder

DRAFT

FW: High Valley Road Utilities Evaluation - Final Memo

From Dave Johnson <dave.johnson@cityofcove.org>

Date Thu 9/18/2025 10:14 AM

All,

Below is a link to the final memo of the High Valley utilities evaluation. The costs didn't change in the estimates. They had PVC costs that matched the memo description, just the wrong label listing ductile iron.

Thanks, Dave

Dave Johnson, PE | City of Cove

Office: 541-568-4566 | Mobile: 541-786-0377

Messages to and from this e-mail address may be available to the public under Oregon Public Records Law.

From: Trask Ritter <tritter@andersonperry.com>

Sent: Tuesday, September 16, 2025 3:04 PM

To: Dave Johnson <dave.johnson@cityofcove.org>

Cc: Brandon Mahon <bmahon@andersonperry.com>

Subject: High Valley Road Utilities Evaluation - Final Memo

Dave,

Please see the link below to access the Final High Valley Road Utilities Evaluation Memo.

 [Johnson-TechMemo_Cove_HghVllyRdUtiltysEval_753-60-002.pdf](#)

Let me know if you have any issues accessing the pdf or if you would like hard copies.

As noted in the Memo, let us know if you want any assistance with pursuing funding options.

Thanks,

Trask



Trask Ritter, P.E. | Project Engineer

[541-963-8309](tel:541-963-8309) office | [971-255-6494](tel:971-255-6494) cell/text

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TECHNICAL MEMORANDUM

To: Dave Johnson, P.E., Public Works Director, City of Cove
From: Trask E. Ritter, P.E.
Subject: City of Cove, Oregon - High Valley Road Utilities Evaluation
Date: September 16, 2025
cc: Brandon A. Mahon, P.E., Anderson Perry & Associates, Inc. (AP)



RENEWS 12-31-26

The City of Cove, Oregon, intends to provide water and sewer improvements to the High Valley Road area due to a projected increase in users. The City has requested AP assist with developing project planning concepts related to the following.

- Addressing advantages and disadvantages along with estimated costs for two alternatives to provide increased water distribution system capacity to the High Valley Road area.
- Addressing advantages and disadvantages along with an estimated cost for providing a sewer collection system to the High Valley Road area.

General Description of Existing Utilities on High Valley Road

The existing water line along High Valley Road is a 2-1/2-inch dead-end line. The line connects to the distribution system from Main Street, west of Church Street, and currently supports nine active connections. A tenth connection is currently pending. With continued development in the area, additional connections are likely. The 2001 Water System Master Plan (WSMP) estimates the average daily demand (ADD) at 215 gallons per capita day (gpcd), and the 2020 Census data estimates approximately 2.4 persons per household. Based on these data, the ADD on High Valley Road is approximately 5,160 gallons per day, or 3.6 gallons per minute (gpm). The estimated peak daily demand (PDD) in the 2000 WSMP is 628 gpcd, or 10.5 gpm, for the pending ten total connections on High Valley Road. The peak hour demand is typically estimated by multiplying the PDD by 2.5 resulting in a peak hour demand of 25.3 gpm or a velocity of approximately 1.65 feet per second (fps).

However, the actual peak demands on the existing 2.5-inch pipeline are likely higher than the peak day calculation since the peak flows noted in the WSMP are based on system-wide data, rather than on a small number of users. During a 24-hour day, there will be long periods of no demand (nighttime), with much higher instantaneous demands at peak use periods during the day, such as in the morning before work or just after work during dinner time.

Assuming there are ten homes currently on the 2.5-inch pipeline, and assuming each home has a sprinkler going (5 to 10 gpm), is running a dishwasher (2 to 4 gpm), and potentially taking a shower (2 to 5 gpm), there could be as much as 10 to 15 gpm or more from each home. For a worst-case

scenario, all ten homes performing these activities at once would be 100 to 150 gpm. A 2.5-inch pipeline at a maximum recommended velocity of 6 fps would be at a flow rate of approximately 90 gpm. Velocities could be higher during peak demand periods. While all ten homes may not be using water at peak instantaneous rates at the same time, it is possible and needs to be considered as part of the pipeline capacity analysis. Assuming all connections are at a 10 gpm demand, the pipeline is at and likely above its capacity to adequately serve the existing users.

Based on the peak instantaneous analysis herein, the pipeline is at/exceeding capacity and should be upgraded to a larger diameter pipe with considerably more capacity before additional users are added to the water system along this pipeline route. Existing users have noted reduced pressure and flow during peak demands. In addition, there is no fire flow capacity on the existing 2-1/2-inch line.

The City has acknowledged the potential for future development along High Valley Road, which could significantly increase water demand. If a large development were to be constructed, the existing 2-1/2-inch water line would be significantly undersized to serve all users. Additionally, with the potential for future development, it would be beneficial to increase the capacity of the water line to provide fire flow capacity.

Currently, the High Valley Road area is not served by City wastewater collection system infrastructure. All residences on High Valley Road utilize on-site septic systems for wastewater disposal.

Water Line Alternatives Evaluation

Two water line alternatives were evaluated to increase the distribution system capacity along High Valley Road.

Water Alternative 1

Water Alternative 1 involves replacing the 2-1/2-inch water line with an 8-inch polyvinyl chloride (PVC) main line along Main Street beginning at Church Street, east to High Valley Road, and south along High Valley Road to the city limits. Approximately 5,300 feet of new 8-inch PVC main line would be installed. Water Alternative 1 also includes boring under the existing Mill Creek culvert on High Valley Road. The proposed improvements for Water Alternative 1 are shown on Figure 1.

Advantages

- Provide service for all users on High Valley Road.
- Increase in capacity for additional users.
- Allows for fire hydrant installations.

Disadvantages

- Boring under Mill Creek required.
- No looping of distribution system on High Valley Road.

Estimated Cost

The estimated 2026 total project cost for Water Alternative 1 is approximately \$935,000, which includes construction, contingencies, engineering, legal, and administration costs. See Figure 2 for a preliminary cost estimate for Water Alternative 1.

Water Alternative 2

Water Alternative 2 involves the installation of a new 8-inch water line from the high-level reservoir distribution system, east to High Valley Road. Water Alternative 2 also includes replacing approximately 2,200 feet of the 2-1/2-inch water line with 8-inch PVC water line along High Valley Road, north of the city limits to provide fire flow capacity. Approximately 3,700 feet of new 8-inch water line would be installed. Due to the connection near the high-level reservoir, a pressure reducing station would be required since the High Valley Road area is within the low pressure zone. The proposed improvements for Water Alternative 2 are shown on Figure 3.

Advantages

- Boring under Mill Creek is not required.
- The majority of the system would be looped.
- Allows for fire hydrant installations.
- Increase in capacity for additional users.

Disadvantages

- Easement acquisition needed across private property.
- Pressure reducing station required (additional operation and maintenance [O&M]).
- Air release valves required (additional O&M)
- Does not provide 8-inch main line for all users.
- Rock excavation anticipated.

Estimated Cost

The estimated 2026 total project cost for Alternative 2 is approximately \$719,000, which includes construction, contingencies, engineering, legal, and administration costs. See Figure 4 for a preliminary cost estimate for Water Alternative 2.

Sewer Improvements

After a review of the High Valley Road elevation profile, it was determined that a lift station would be needed to route sewer to an existing manhole on Main Street, between High Valley Road and Church Street. After discussions with City Staff, it was preferred that the lift station be located approximately 1,000 feet west of High Valley Road, near the southern city limit. Gravity sewer piping

would be routed to the lift station to serve existing and future users. The proposed sewer improvements are shown on Figure 5.

Advantage

- Provides main line service for current and future users.

Disadvantages

- Easement acquisition needed across private property.
- Lift station required (additional O&M)

Estimated Cost

The estimated 2026 cost for the proposed sewer improvements is approximately \$1,958,000, which includes construction, contingencies, engineering, legal, and administration costs. See Figure 6 for the sewer improvements preliminary cost estimate.

Summary

This Technical Memorandum presents a comparison of two water line alternatives to provide increased distribution system and fire flow capacity to users on High Valley Road along with a sewer improvements option. Water Alternative No. 1, which includes replacing the 2-1/2-inch water line with an 8-inch PVC main line along Main Street beginning at Church Street, east to High Valley Road, and south along High Valley Road to the city limits and as shown on Figure 1, has been identified by the City as the preferred alternative due to this alternative providing replacement of the entire existing 2-1/2-inch water line from Church Street to the city limits on High Valley Road. Water Alternative No. 1 has an estimated 2026 total project cost of \$935,000, as shown on Figure 2.

In addition, the City has chosen to pursue the sewer improvements described above.

Due to estimate project costs being in excess of current City funds, alternative funding methods will need to be explored. AP can assist with pursuing additional funding options if the City decides to move forward with the water and/or sewer improvements described herein.

BAM/jg

Enclosures

File No. 753-60-002 (w/encl.)

FIGURES

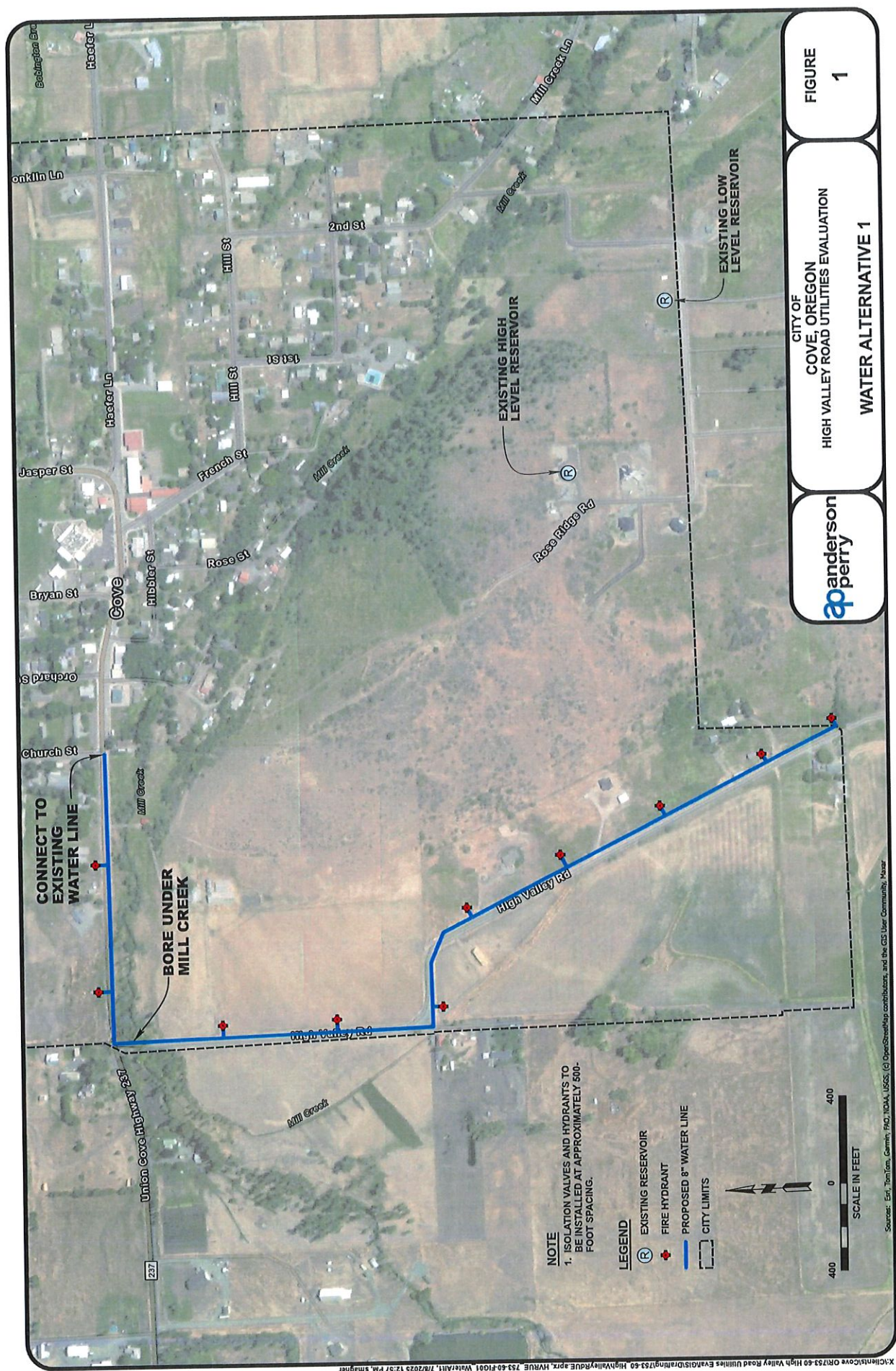
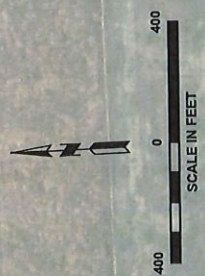



FIGURE 1
 CITY OF COVE, OREGON
 HIGH VALLEY ROAD UTILITIES EVALUATION
 WATER ALTERNATIVE 1

NOTE
 1. ISOLATION VALVES AND HYDRANTS TO BE INSTALLED AT APPROXIMATELY 500-FOOT SPACING.

- LEGEND**
- (R) EXISTING RESERVOIR
 - FIRE HYDRANT
 - PROPOSED 8" WATER LINE
 - - - CITY LIMITS

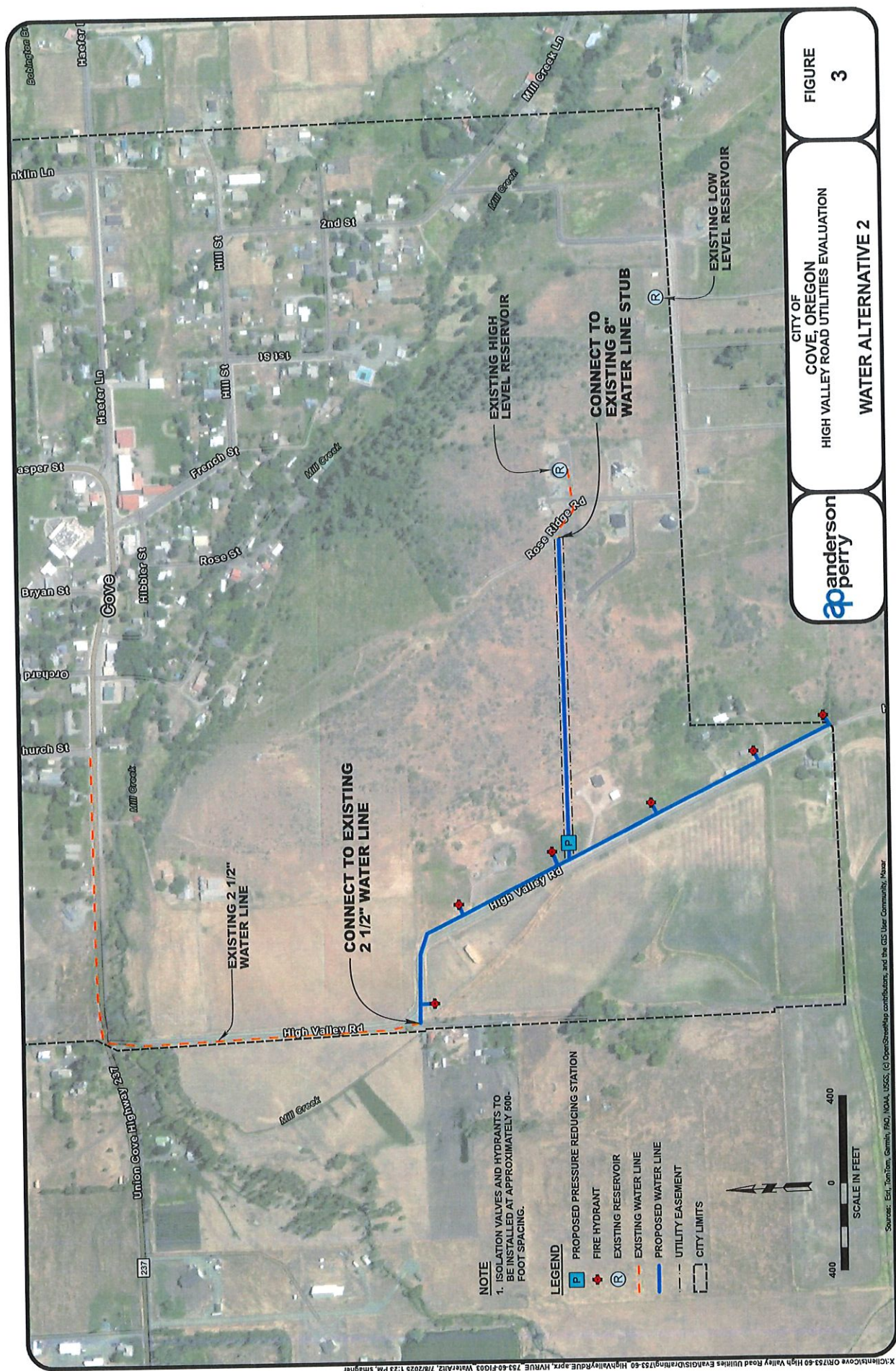


Sources: Esri, TomTom, Garmin, FDO, NOAA, USGS, (C) OpenStreetMap contributors, and the GIS User Community, Mapbox

**CITY OF COVE, OREGON
HIGH VALLEY ROAD UTILITIES EVALUATION
WATER ALTERNATIVE 1
PRELIMINARY COST ESTIMATE
(YEAR 2025 COSTS)
September 15, 2025**

NO.	DESCRIPTION	UNIT	UNIT PRICE	ESTIMATED QUANTITY	TOTAL PRICE
1	Mobilization/Demobilization	LS	\$ 58,500	All Req'd	\$ 58,500
2	Temporary Protection and Direction of Traffic/Project Safety	LS	10,000	All Req'd	10,000
3	8-inch Polyvinyl Chloride Water Line	LF	70	5,300	371,000
4	8-inch Gate Valve	EA	2,500	11	27,500
5	Mill Creek Bore	LS	80,000	All Req'd	80,000
6	Connection to Existing Water Line	EA	4,000	1	4,000
7	Fire Hydrant and Auxiliary Valve	EA	8,000	10	80,000
8	Water Service Line Connection	EA	800	10	8,000
9	Service Line	LF	40	150	6,000
Total Estimated Construction Cost					\$ 645,000
Administration, Legal, Engineering, and Contingencies @ 35%					225,000
Easement Acquisition					20,000
TOTAL ESTIMATED PROJECT COST (2025)					\$ 890,000
TOTAL ESTIMATED PROJECT COST (2026)*					\$ 935,000

* Costs inflated 5 percent per year.

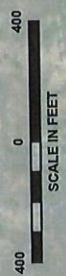
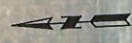


NOTE

- 1. ISOLATION VALVES AND HYDRANTS TO BE INSTALLED AT APPROXIMATELY 500-FOOT SPACING.

LEGEND

- P PROPOSED PRESSURE REDUCING STATION
- + FIRE HYDRANT
- R EXISTING RESERVOIR
- EXISTING WATER LINE
- PROPOSED WATER LINE
- UTILITY EASEMENT
- CITY LIMITS



Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, (c) OpenStreetMap contributors, and the GIS User Community

CITY OF
COVE, OREGON

HIGH VALLEY ROAD UTILITIES EVALUATION

WATER ALTERNATIVE 2

FIGURE

3

**CITY OF COVE, OREGON
HIGH VALLEY ROAD UTILITIES EVALUATION
WATER ALTERNATIVE 2
PRELIMINARY COST ESTIMATE
(YEAR 2025 COSTS)
September 15, 2025**

NO.	DESCRIPTION	UNIT	UNIT PRICE	ESTIMATED QUANTITY	TOTAL PRICE
1	Mobilization/Demobilization	LS	\$ 44,550	All Req'd	\$ 44,550
2	Temporary Protection and Direction of Traffic/Project Safety	LS	10,000	All Req'd	10,000
3	8-inch Polyvinyl Chloride Water Line	LF	70	3,700	259,000
4	8-inch Gate Valve	EA	2,500	9	22,500
5	Air Valves	EA	6,500	2	13,000
6	Rock Excavation	SY	125	450	56,250
7	Connection to Existing Water Line	EA	4,000	2	8,000
8	Pressure Reducing Station	LS	45,000	All Req'd	45,000
9	Fire Hydrant and Auxiliary Valve	EA	8,000	5	40,000
10	Water Service Line Connection	EA	800	6	4,800
11	Service Line	LF	40	60	2,400
Total Estimated Construction Cost					\$ 505,500
Administration, Legal, Engineering, and Contingencies @ 35%					178,000
TOTAL ESTIMATED PROJECT COST (2025)					\$ 683,500
TOTAL ESTIMATED PROJECT COST (2026)*					\$ 718,000

* Costs inflated 5 percent per year.

**CITY OF COVE, OREGON
HIGH VALLEY ROAD UTILITIES EVALUATION
SEWER IMPROVEMENTS
PRELIMINARY COST ESTIMATE
(YEAR 2025 COSTS)
September 15, 2025**

NO.	DESCRIPTION	UNIT	UNIT PRICE	ESTIMATED QUANTITY	TOTAL PRICE
1	Mobilization/Demobilization	LS	\$ 125,000	All Req'd	\$ 125,000
2	Temporary Protection and Direction of Traffic/Project Safety	LS	10,000	All Req'd	10,000
3	8-inch Polyvinyl Chloride Gravity Sewer Line	LF	100	5,200	520,000
4	4-inch High Density Polyethylene Pressure Sewer Line	LF	45	3,800	171,000
5	4-inch Sewer Service Line	LF	80	150	12,000
6	48-inch Manhole	EA	7,500	11	82,500
7	Mill Creek Bore	LS	80,000	All Req'd	80,000
8	Sewer Service Line Connection	EA	850	10	8,500
9	Connection to Existing Manhole	EA	8,000	1	8,000
10	Lift Station	LS	250,000	All Req'd	250,000
11	Electrical Service	LS	100,000	All Req'd	100,000
Total Estimated Construction Cost					\$ 1,367,000
Administration, Legal, Engineering, and Contingencies @ 35%					478,000
Easement Acquisition					20,000
TOTAL ESTIMATED PROJECT COST (2025)					\$ 1,865,000
TOTAL ESTIMATED PROJECT COST (2026)*					\$ 1,958,000

* Costs inflated 5 percent per year.



CITY OF
COVE, OREGON
HIGH VALLEY ROAD UTILITIES EVALUATION
SEWER IMPROVEMENTS
PRELIMINARY COST ESTIMATE

FIGURE
6

Staff Report – Public Hearing October 7, 2025

Applicant: Crafton Communications, agent for Verizon and Phinney Family Trust, representative Emma Cotten.

Included: Site Plan, Structural Analysis Report, and Project Narrative

Fee: \$150 paid by check to City of Cove

Property: 0354021-600, located at 809 Rose Ridge Road, Cove Oregon

Landowner: Phinney Family Trust

Tenant: Verizon Wireless

Zone: The site is located in a Low Density Residential (R-2) zone.

Proposal: Verizon equipment upgrade to existing cell tower – swapping antennas.

Reasons: Verizon equipment upgrade to existing cell tower – swapping antennas.

Criteria: City of Cove Zoning Ordinance 1984

Section 9.04-The City Council may approve, conditionally approve, or *deny a conditional use application. ***See FCC rules**

Section 9.07- Authorization of a conditional use shall be void after one year, unless substantial construction pursuant thereto has taken place.

Notice: Notice of a Public Hearing which will address the approval of the Conditional Use application was mailed to all landowners within 300 feet of the cell tower location, was posted in three public areas within the City of Cove, was posted on the City of Cove website, and was published in legal notices of the East Oregonian newspaper.

Existing Condition: A Ground Lease Agreement between Verizon Wireless and the Phinney Family Living Trust commenced on August 2, 2005, was recently extended and expires August 31, 2033. The cell tower is made of a 40 ft E-LAM Wood pole and began operating under Verizon Wireless in the August 2012.

Basic Findings: The City Council has a requirement to address the Federal Communications Commission (FCC) Section 6409 which states that a State or local government may not deny, and shall approve, eligible facilities requests to modify existing wireless towers or base stations that do not substantially change the physical dimensions of the tower or base station. Also requires approval

within 60 days.

The proposed work entails removing nine (9) antennas, removing six (6) Remote Radio Units (RRU), removing one Hybrid cable, then installing three (3) mounts to the tower, installing twelve (12) antennas, installing six (6) radios and six Hybriflex cables, installing one Over Voltage Protection" (OVP) which prevent damage to electrical equipment from excessive voltage levels.

Crafton Communications states that the addition of this equipment is not considered a substantial change because it will not change the physical dimensions of the tower or base station, will not entail any excavation outside of the existing fenced ground area, and does not include more than the maximum of 4 cabinets.

The 08/25/2025 Structural Analysis Report reads Result: PASS, and the combined existing and proposed equipment on the tower as Max Usage: 34%.

Ultimate Findings:

Will an electrical permit be required? Crafton stated NO.

Will the additional equipment emit noise?

Is there a diesel fueled backup generator? YES, existing.

Will service lights be constant, and a possible nuisance to residents?

Will the addition antennas increase the power of the radio waves and increase the safety risk of the residents nearby?

Will the Cove Public Works Director be informed of the entity performing the work and of the work schedule?

Approval Conditions: The City Council should consider the ultimate findings and consider approval contingent that all necessary electrical and gas line permits be acquired through the City of LaGrande Building Division and the City of Cove be provided with the name and contact information of the entity performing the work and the exact start date and end date of their work.

Opposing/Supporting letters: The City of Cove received one citizen inquiry concerning public safety stating that two out of the dozen residents living under the tower have been diagnosed with cancer and asked if the additional antennas will emit a more powerful radiofrequency (RF) increasing the health risk to the nearby residents. An article by the American Cancer Society titled Radiofrequency (RF) Radiation was given to the concerned citizen.

FCC

In section 6409(a) of the Middle Class Tax Relief and Job Creation Act of 2012 (Spectrum Act), Congress provided that state and local government review may not deny, and shall approve, eligible facilities requests to modify existing wireless towers or base stations that do not substantially change the physical dimensions of the structure. In 2014, the Commission adopted rules implementing section 6409(a) that, among other things, require state and local governments to approve, within 60 days, an eligible facilities request.



VZW SITE NAME:

COVE

VZW SITE ID#:

466305

PROJECT NAME:

5G L-SUB6 - CARRIER ADD

PROJECT #:

416884

MDG LOCATION ID:

5000243280

SITE ADDRESS:

305 HIGHWAY 237
COVE, OR 97824

43° WOOD POLE MODIFICATION

SITE INFORMATION

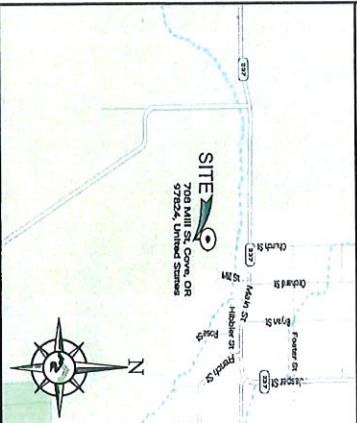
TOWER OWNER: VERIZON WIRELESS
SITE ADDRESS: 305 HIGHWAY 237
COVE, OR 97824
COUNTY: UNION
LATITUDE: 45.2950°
LONGITUDE: -117.813806°
GROUND ELEVATION: ±3013' AMSL
OCCUPANCY TYPE: UNMANNED
ZONING JURISDICTION: CITY OF COVE
ZONING CODE: LOW DENSITY RESIDENTIAL
PARCEL NUMBER: 03540E21 TL 100
POWER PROVIDER: TBD
TELECOM PROVIDER: TBD

CONTACT INFORMATION

A&E SERVICES
POWDER RIVER DEVELOPMENT SERVICES, LLC
1740 E. PARKVIEW AVE #1121
MERIDIAN, ID 83642
CONTACT: DREW PATTERSON
PHONE: 713.282.2709
EMAIL: drew.patterson@powderriverdev.com
S&P ACQUISITION:
POWDER RIVER DEVELOPMENT SERVICES, LLC
1740 E. PARKVIEW AVE #1121
MERIDIAN, ID 83642
CONTACT: TOM WILLIAMS
PHONE: 714.726.9424
EMAIL: tom.williams@powderriverdev.com

APPLICANT:
AMERICAN TOWER CORPORATION
5215 N. O'CONNOR BOULEVARD, SUITE 480
IRVING, TX 75038
CONTACT: KATHY BEATTY
PHONE: 972.487.7658
EMAIL: kathy.beatty@americantower.com

VICINITY MAP



SITE PHOTO



DRIVING DIRECTIONS

DIRECTIONS FROM LA GRANDE-UNION COUNTY AIRPORT:
LEAVE FROM PIERCE RD FOLLOW PIERCE RD TURN RIGHT ONTO HIGHWAY 237/OR-237 BEAR RIGHT AT
PHYS POINT RD TURN LEFT ONTO UNION COVE HWY/OR-237 TURN RIGHT ONTO MILL ST YOU HAVE ARRIVED AT MILL ST. YOUR
DESTINATION IS ON THE RIGHT

APPLICABLE CODES

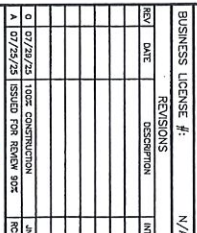
BUILDING CODE 2021 IBC
ELECTRICAL CODE 2021 NFPA
MECHANICAL CODE 2012 IMC

DRAWING INDEX

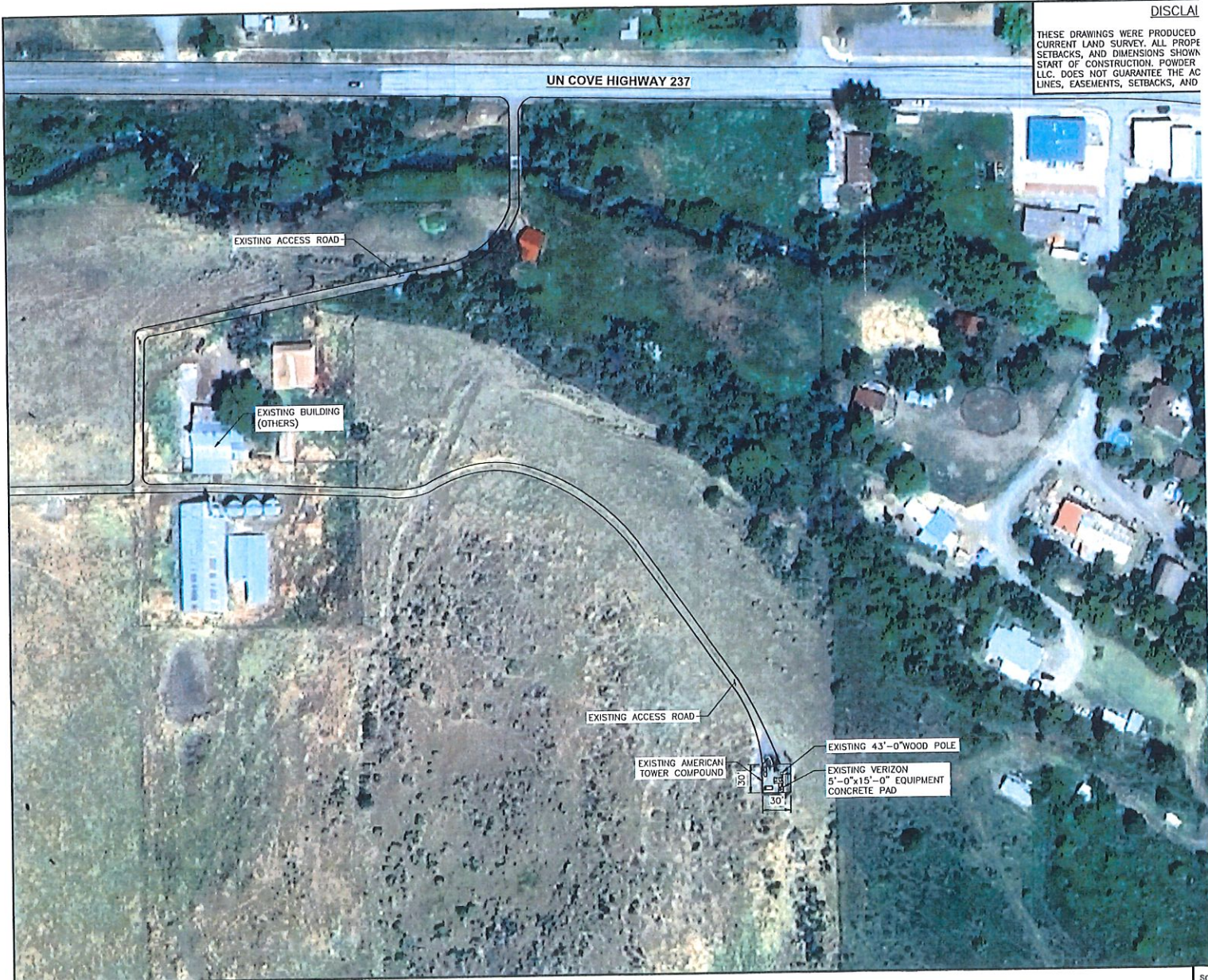
SHEET NO.	DESCRIPTION
T-1	TITLE SHEET
GN-1	GENERAL NOTES
A-1	OVERALL SITE PLAN
A-2	SITE PLAN
A-3	ELEVATIONS
A-3.1	ANTENNA PLANS & SCHEDULE
A-3.2	SCOPE OF WORK (PROVIDED BY ATC)
A-4	EQUIPMENT DETAILS
A-4.1	EQUIPMENT DETAILS
A-4.2	EQUIPMENT DETAILS

SCOPE OF WORK

- BELOW:
- (1) 12X24 HYBRID CABLE
 - (2) 12X24 HYBRID CABLE
 - (3) 12X24 HYBRID CABLE
 - (4) 12X24 HYBRID CABLE
 - (5) 12X24 HYBRID CABLE
 - (6) 12X24 HYBRID CABLE
 - (7) 12X24 HYBRID CABLE
 - (8) 12X24 HYBRID CABLE
 - (9) 12X24 HYBRID CABLE
 - (10) 12X24 HYBRID CABLE
 - (11) 12X24 HYBRID CABLE
 - (12) 12X24 HYBRID CABLE
- INSTALL:
- (1) 12X24 HYBRID CABLE
 - (2) 12X24 HYBRID CABLE
 - (3) 12X24 HYBRID CABLE
 - (4) 12X24 HYBRID CABLE
 - (5) 12X24 HYBRID CABLE
 - (6) 12X24 HYBRID CABLE
 - (7) 12X24 HYBRID CABLE
 - (8) 12X24 HYBRID CABLE
 - (9) 12X24 HYBRID CABLE
 - (10) 12X24 HYBRID CABLE
 - (11) 12X24 HYBRID CABLE
 - (12) 12X24 HYBRID CABLE



SITE NAME: COVE
SITE# 416884
305 HIGHWAY 237
COVE, OR 97824
SHEET TITLE:
TITLE SHEET
T-1



DISCLAIMER

THESE DRAWINGS WERE PRODUCED CURRENT LAND SURVEY. ALL PROPE SETBACKS, AND DIMENSIONS SHOWN START OF CONSTRUCTION. POWDER LLC. DOES NOT GUARANTEE THE AC LINES, EASEMENTS, SETBACKS, AND

OVERALL SITE PLAN

THE INFORMATION CONTAINED IN THIS SET OF CONSTRUCTION DOCUMENTS IS PROPRIETARY BY NATURE. ANY USE OR DISCLOSURE OTHER THAN THAT WHICH RELATES TO CARRIER SERVICES IS STRICTLY PROHIBITED.



Project Narrative

August 27, 2025

City of Cove OR
504 Alder Street
PO Box 8
Cove, OR 97824

RE: Site: ATC 416884 – Verizon COVE – Upgrade
Site Address: 305 Hwy 237, Cove, Oregon 97824

Dear City of Cove OR:

Crafton Communications on behalf of American Tower Corporation and Verizon is submitting a building permit application to modify equipment on the existing wireless telecommunications tower located at the address above. The scope of work will include the following:

Scope of Work:

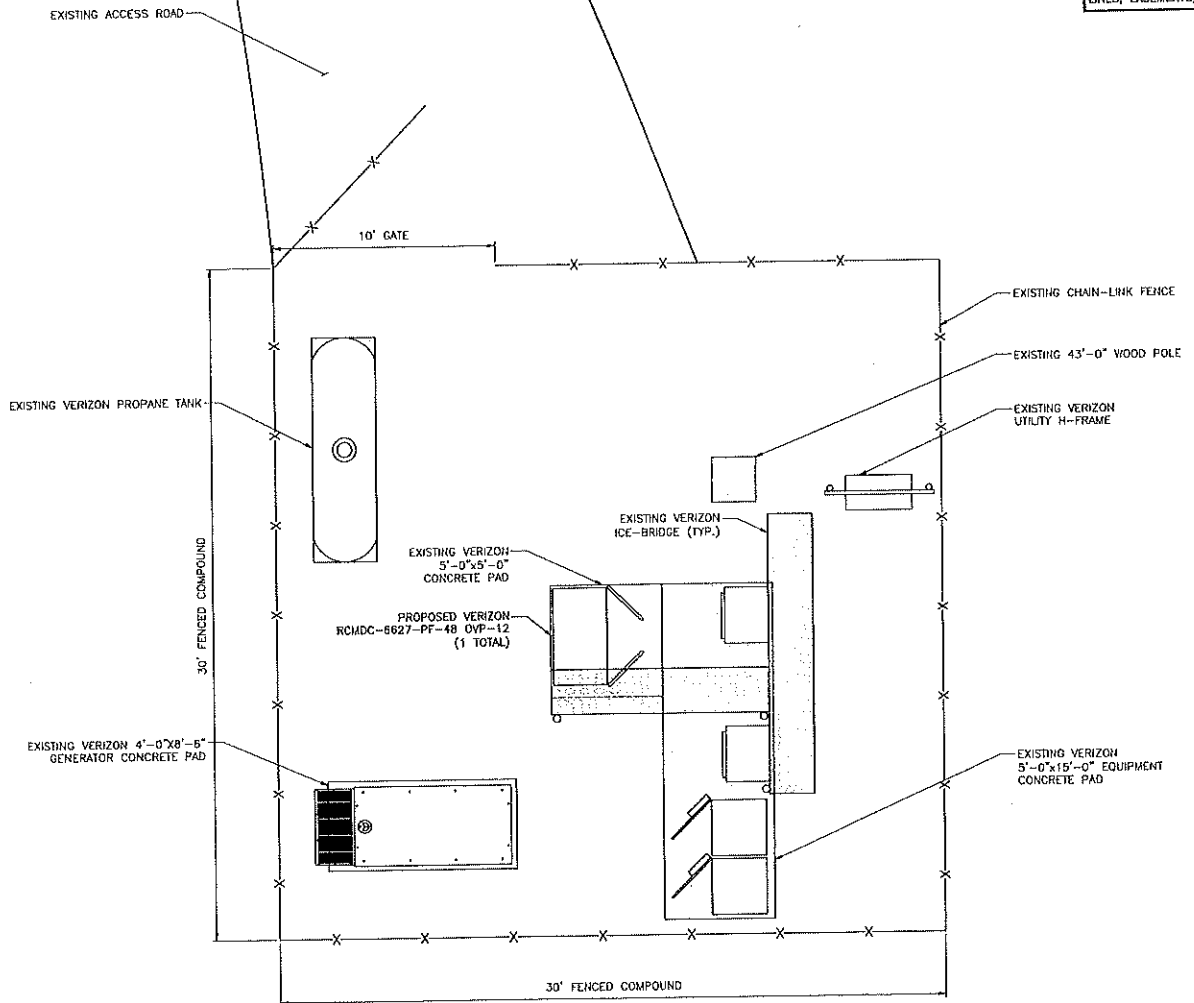
- Remove (9) Antennas
- Remove (6) RRUs
- Remove (1) Hybrid Cable
- Install (12) Antennas
- Install (3) Radios
- Install (6) Hybriflex Cables
- Install (1) OVP
- Install (3) JMA Mounts
- Install (1) 12 OVP on ground

Thank you,

Emma Cotten
205-443-3428 Office
ecotten@craftongroup.com

DISCLAIMER

THESE DRAWINGS WERE PRODUCED
CURRENT LAND SURVEY. ALL PROPOSED
SETBACKS, AND DIMENSIONS SHOWN
START OF CONSTRUCTION. POWDER
LLC. DOES NOT GUARANTEE THE AC-
LINES, EASEMENTS, SETBACKS, AND



COMPOUND PLAN

THE INFORMATION CONTAINED IN THIS SET OF CONSTRUCTION DOCUMENTS IS PROPRIETARY BY NATURE. ANY USE OR DISCLOSURE OTHER THAN THAT WHICH RELATES TO CARRIER SERVICES IS STRICTLY PROHIBITED.

PRIOR TO CONSTRUCTION, STRUCTURAL ANALYSIS SHALL BE PERFORMED FOR ALL NEW AND EXISTING SUPPORTING TOWERS, ROOFTOPS, FLAG POLES, LIGHT POLES AND ASSOCIATED EQUIPMENT MOUNTS. CONTRACTOR SHALL REVIEW THE SIGNED/SEALED STRUCTURAL ANALYSIS REPORTS PRIOR TO CONSTRUCTION AND SHALL NOTIFY THE ENGINEER OF ANY DISCREPANCIES LISTED WITHIN THE REPORT(S). ALL CONSTRUCTION, MODIFICATIONS AND/OR REPLACEMENT SPECIFICATIONS SHALL BE FULLY IMPLEMENTED EXACTLY AS NOTED WITHIN THE STRUCTURAL ANALYSIS REPORTS/LETTERS.

POWDER RIVER DEVELOPMENT SERVICES, LLC HAS NOT PERFORMED STRUCTURAL ANALYSIS FOR THE NEW EQUIPMENT MOUNTS, NOR THE SUPPORTING STRUCTURE(S), AND ASSUMES NO RESPONSIBILITY FOR ITS ABILITY TO SUPPORT THE PROPOSED MODIFICATIONS.

EXISTING VERIZON
RCMDC-6627-PF-48 OVP-12
TO REMAIN (1 TOTAL)

EXISTING VERIZON RRUS32
B66A RRH TO BE REMOVED
(1 PER SECTOR, 3 TOTAL)

EXISTING VERIZON
WVX063X19X00 ANTENNAS
TO BE REMOVED
(1 PER SECTOR, 3 TOTAL)

EXISTING VERIZON RRUS11
B13+A2 RRH TO BE REMOVED
(1 PER SECTOR, 3 TOTAL)

EXISTING VERIZON
MICROWAVE ANTENNA

EXISTING 43'-0" WOOD POLE

EXISTING VERIZON
(1) E65 ELLIPTICAL CABLE
TO REMAIN

EXISTING VERIZON
(1) 12X24 HYBRID CABLE
TO BE REMOVED

T.O. (E) WOOD POLE
ELEV. 43'-0" (AGL)
T.O. (E) VERIZON ANTENNAS
ELEV. 44'-11" (AGL)
C. OF (E) VERIZON ANTENNAS
ELEV. 39'-10" (AGL)
C. OF (E) VERIZON ANTENNAS
ELEV. 38'-10" (AGL)

EXISTING VERIZON
HTXCE318000 ANTENNAS
TO BE REMOVED
(2 PER SECTOR, 6 TOTAL)

C. OF (E) VERIZON MW
ELEV. 20'-3" (AGL)

GRADE
ELEV. 0'-0" (AGL)

EXISTING VERIZON
RCMDC-6627-PF-48 OVP-12
(1 TOTAL)

PROPOSED VERIZON AIR6419
B770 ANTENNA W/
INTEGRATED RADIO
(1 PER SECTOR, 3 TOTAL)

PROPOSED VERIZON AIR3283
B25+B66 ANTENNA W/
INTEGRATED RADIO
(1 PER SECTOR, 3 TOTAL)

PROPOSED VERIZON
RCMDC-6627-PF-48 OVP-12
(1 TOTAL)

EXISTING VERIZON
MICROWAVE ANTENNA

EXISTING 43'-0" WOOD POLE

EXISTING VERIZON
(1) E65 ELLIPTICAL CABLE

PROPOSED VERIZON 6X12
HYBRIFLEX CABLES (2 TOTAL)

PROPOSED VERI
(1 PER SECTOR,

PROPOSED VERI
HHH-65B-R2B
(2 PER SECTOR

EXISTING ELEVATION

SCALE: 3/16" = 1'-0" (11x17)

2

PROPOSED ELEVATION

SC

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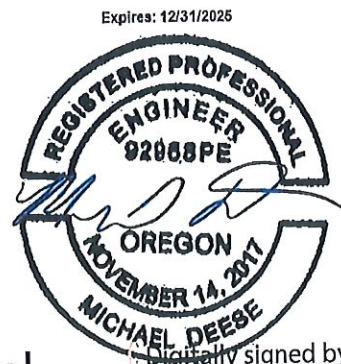


Structural Analysis Report

Structure : 40 ft E-LAM Wood Pole
ATC Asset Name : Cove OR
ATC Asset Number : 416884
Engineering Number : 15310683_C3_02
Proposed Carrier : VERIZON WIRELESS
Carrier Site Name : COVE
Carrier Site Number : 5000243280
Site Location : 305 Hwy. 237
Cove, OR 97824-8775
45.295° N, 117.8138° W
County : Union
Date : August 25, 2025
Max Usage : 34%
Analysis Result : Pass

Created By:

Kyle MacPetrie
Structural Engineer II



Michael
Deese

Digitally signed by
Michael Deese
Date: 2025.08.25
17:18:10 -04'00'

City Recorder

From: Earl Pettit <earl.pettit@covesd.org>
Sent: Tuesday, September 16, 2025 11:22 AM
To: City Recorder
Cc: Sherry Haeger
Subject: City Council Position - Letter of Interest

Mayor Haeger and the Cove City Council,

I am writing to express my interest in serving as a council member. Today marks one year of residency within the city limit at 808 Elm Street and I am now eligible for nomination under Chapter VI of the charter. With the intent of retiring in a few years, Nittaya and I purchased the small house on Elm for that exact purpose – where I plan to live upon retirement. That fact should say a lot for all who know me. I have owned homes and/or lived in nine states and two foreign countries. Simply stated, I feel I have experienced much of the country and the world – and of all the places I choose Cove for my retirement years.

I have dedicated my life to leadership having served in a combat leaders role in the Army prior to serving as a middle school principal, and for the past 23 years a school superintendent. I have most recently been serving the community of Cove as the school superintendent for the past eight years. Leadership requires thick skin and a personal sacrifice to doing what is right even at personal cost and criticism. I have demonstrated throughout my life the perseverance to lead with firm, fair, and consistent values which reflect the people and organization for whom I serve. If selected, I am committed to the same for the city of Cove. Having a unified city when decisions are made is also of paramount importance which I also am committed to always respecting and owning the collective decisions of the council even if dissented during formal action.

I believe I have the experience and government operational knowledge to contribute effectively to the City of Cove as a councilor and make myself available for the current vacancy.

Thank You for Your Consideration,

Earl Pettit

808 Elm Street
541-605-8281