

CITY OF COVE
REGULAR COUNCIL MEETING
January 6, 2026, 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**
 - December 2, 2025, Council Minutes
 - Approval of Bills to Be Paid
- **Correspondence**
- **Old Business**
 - Resolution to Modify the Budget
 - Verizon Radio Frequency Report
- **New Business**
 - Purchase of New Pickup
- **City Council Working Committee Report**
 - TSP – Land Use Development Code
 - 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**
- **Adjournment**
- **Executive Session**

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
December 2, 2025**

Call to Order

Council President, Matt McCowan, 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, Cheryl Hargrove, Alexis Cannon, Shawn Parker, and Student Councilor, Emma Carson.

Council Members Present Remotely: Councilor, Eric Stone.

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

City Staff Present Remotely: Billing Clerk, Kerri McCowan.

Council Members not Present: Mayor, Sherry Haeger, Councilor, Boss Parker.

City Staff not Present: All city staff were present.

Public Present: Waste Pro Representative, Jason Larvik, Maxine Parker, and Dennis Nostrant.

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 Council President McCowan.

Council Roll Call

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

Additions/Changes to the Agenda

- Verizon Radio Frequency Report (See Old Business)
- Resolution to Modify the Budget (See New Business)

Public Comment

No public comment was made at this time.

Consent Agenda

- November 4, 2025, Council Minutes
- November 24, 2025, Special Meeting Minutes
- Approval of Bills to Be Paid

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

Correspondence

A water leak overage was presented. The customer stated in the correspondence that they had a significant water leak in the month of October. They have since repaired the leak; however,

due to the large and unexpected expense of the repairs, they are requesting a forgiveness in the amount of \$51.17. It was discussed that the precedent set has been to forgive 50 percent of the overage amount.

Motion: Councilor Cannon moved to approve forgiving 50 percent of the overage amount. Councilor Hargrove seconded. Motion carried.

Old Business

- **High Valley Utilities Evaluation Follow-up**
Dave reported he received a response from Anderson Perry who spoke to a person who helps with funding from the state, and they noted that because our water rates are quite a bit lower than the affordability rate which is approximately \$70 we are not eligible for a grant and that may limit us for any possibility of a loan. We currently have a loan that is a low rate, and their recommendation is to not pay off that loan and save up for the project, or we will need to raise our rates by more than double to meet the grant requirements. Additionally, if we do pursue funding from the state their requirement is to have an updated master plan. It was discussed that the state wants to make sure we are capable of paying the loan back. It was noted that raising the water rate is inevitable, it's a question of how much and when. Dave agreed to keep researching options for discussion at future meetings.
- **Hydro Slide Repair**
Hampton Paving finished the hydro slide repairs on November 21st. They found the source of the issue and corrected it.
- **CCA Donation Request for Annual Tree Lighting Event**
Lana noted she has still not received an itemization of how the city's previous donation funds were spent by the CCA. The donation request for the annual Tree Lighting Event was not entertained.
- **Verizon Radio Frequency Report**
The radio frequency report from Verizon was discussed, noting the information provided is very vague. Councilor Stone noted the report doesn't contain any information we need. Although, we still cannot deny the modifications. Councilor Stone agreed to help Lana formulate a request to Verizon that will provide more information specific to what we need.

New Business

- **Waste Pro 2.9% Rate Increase Request**
Jason Larvik from Waste Pro presented the request to increase their rates by 2.9%. Discussion ensued regarding the rate increase and the 300-gallon tubs. It was noted the 2.9% increase is across the board and the average customer will see a 55-cent increase. Further discussion of the 300-gallon tubs ensued, and Mr. Larvik noted Cove is unique in that many customers prefer them over the smaller receptacles. He also noted they need to be placed in an area where the garbage truck arm can reach them, which is why they are placed in the right-of-way in many instances. It was concluded that Waste Pro would consider adding reflective badging to the 300-gallon bins to increase visibility.

Motion: Councilor Cannon moved to pass Resolution 2025-6. Councilor Shawn Parker seconded. Motion carried.

- **Purchase of New Pickup**
Discussing the purchase of a new pickup was tabled.

- Cove Junior High School Community Service Thank You (Councilor Cannon)
Councilor Cannon reported that she learned the Cove Junior High School girls' basketball team has been performing various community service jobs such as raking leaves and other yard work. She noted she would like to acknowledge their service by sending them and their coach, Brett Dunten, a thank you from the City of Cove. Lana agreed to compose and send the letter. Student Councilor, Emma Carson, also agreed to report on activities at the middle school and elementary school.
- Resolution to Modify the Budget
Lana reported due to an oversight at the Budget Meeting the insurance for Workman's Comp wasn't included in the overall insurance amount budgeted. She noted we need to move \$2,000 from the General Fund Contingency into the insurance fund. In the future she proposed two separate line items, one for Property and Liability Damage and one for Workman's Comp.

Motion: Councilor Shawn Parker moved to approve Resolution 2025-05 and read the resolution title. Councilor Stone seconded. Motion carried.

City Council Working Committee Report

- TSP – Land Use Development Code Follow-Up
It was discussed that the Land Use Development Code is ready to be presented to legal counsel. Lana agreed to contact LOC to see if their legal review of the document would be of no charge to the city. It was also requested by council to have a copy of the final draft available for review at some point.
- Cove Beautification Pilot Project
Lana reported that the judges from the CCA were unable to meet before Thanksgiving. However, they should have the scoring done of those nominated by the next regular council meeting.

City Recorder Report

Lana provided a verbal report:

- There was no additional report from Lana.

Public Works Director Report

Dave provided a verbal report:

- The transformer for the hydro plant has been purchased and will ship as soon as the necessary paperwork is completed.
- They are working on the culverts on 1st and Water streets.

Mayor's Report

Mayor Haeger was not present to provide a report. However, Council President McCowan announced he will miss the January meeting.

Student Councilor Report

Emma provided a verbal report:

- The school held a Veteran's Day Assembly. She noted they are always looking for ways to reach out to more Veterans to invite to the Veteran's Day Assembly.
- At the latest school board meeting there were several parents present who voiced their concerns regarding outdated evacuation plans and the lack of drills. The school board agreed to address those concerns.
- The school is building a shop for the Robotics Program.

- The Fire Science Class recently participated in a fire simulation. Those students can earn college credits and those who meet the age requirements are eligible to gain certification.

Good of the Order

There was no Good of the Order presented at this time.

Public Comment

There was no public comment made at this time.

Suggestions for Future Workshops & Meeting Agendas

No suggestions for future workshops or meeting agendas were made.

Upcoming Meetings

Regular council meeting scheduled for January 6, 2026.

Adjournment

Council President McCowan adjourned the meeting at 8:00 p.m.

Matt McCowan, Council President

Kerri McCowan, Billing Clerk

Lana Shira, City Recorder

Recommendation to annul Resolution 2025-05 A Modification to the 2025-26 Budget

Every month the City Recorder reviews the Budget and determines if budget balances will cover future expenditures.

At the December 2nd regular Council meeting the City recorder reported that General Fund account 6125 for Insurance was thought to be \$2,000 insufficient due to underestimating the cost of workman's comp insurance. Therefor recommending that Resolution 2025-05, a Modification of the 25-26 budget, be adopted. It was approved and adopted.

Then, on December 3rd the City Recorder found that the State Revenue Sharing fund which holds \$6,000 designated toward insurance was overlooked in her previous estimation, therefor, General Fund account 6125 was NOT insufficient.

The City Recorder recommends that the Council deem Resolution 2025-05 unnecessary and rescind the motion adopting it.

Sample Motion:

Because it has been determined that a modification to the 2025-26 Budget is not necessary, I move that the motion to adopt Resolution 2025-05 made on December 2, 2025 be rescinded, and the adoption of Resolution 2025-05 be annulled.

City of Cove

Resolution 2025-05

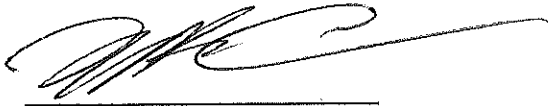
BE IT RESOLVED that the Common Council of the City of Cove hereby makes a modification to the 2025-2026 budget as follows:

General Fund -01	Current Budget	Adjusted Budget
Account -6125 Insurance	\$ 6,100	\$ 8100
Account -7000 Contingency	\$ 90,000	\$ 88,000

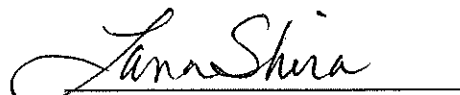
BE IT RESOLVED that the Common Council of the City of Cove, because the 2025-2026 SAIF Workman' Compensation premium requirement was underestimated during the development and approval of the 2025-26 City Budget, hereby increases account 01-6125 by \$2,000 and decreases account 01-7000 by \$2,000.

ADOPTED this 2nd day of December 2025

APPROVED:


Sherry Haeger, Mayor
Matt McCowan President

ATTEST:


Lana Shira, City Recorder