

**City Of Cove
Council Meeting Minutes
November 4, 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, Cheryl Hargrove, Alexis Cannon, Boss Parker, Shawn Parker, and Student Councilor, Emma Carson.

Council Members Present Remotely: There were no council members present remotely.

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

City Staff Present Remotely: Billing Clerk, Kerri McCowan.

Council Members not Present: Councilor, Eric Stone.

City Staff not Present: All city staff were present.

Public Present: Maxine Parker, Dennis Nostrant, Connected Professional Accountants, CPA, Lindsay Cole, Brittany Hargrove, Carrie Hargrove.

Public Present Remotely: There was no public present remotely.

Pledge of Allegiance

The Pledge of Allegiance was led by Mayor Haeger.

Oath of Office

The mayor performed the Oath of Office for Student Councilor, Emma Carson, and Councilor, Cheryl Hargrove.

Council Roll Call

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

Additions/Changes to the Agenda

- Reorder Oath of Office before Council Roll Call
- Lower Reservoir Coating – Closeout Documents (Old Business)

Public Comment

No public comment was made at this time.

Consent Agenda

- October 7, 2025, Council Minutes
- Approval of Bills to Be Paid

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

Correspondence

No correspondence was presented at this meeting.

Old Business

- **Lower Reservoir Coating – Closeout Documents**
Lana provided a review of the Contractor's Application for Payment noting they credited back 250 hours on the final bill because no significant grinding was done, which had been included in the initial estimate. She noted the final bill is \$20,858 and council needs to move to accept the bill and approve the mayor's signature.

Motion: Council President McCowan moved approval of the close out documents and the mayor's signature to close out the bill. Councilor Shawn Parker seconded. Motion carried.

- **Island City Justice Court Follow-up**
A verbal review was provided by Lana of the response she received from Union County Justice Court as well as the sample document provided of their agreement with the City of Elgin. She noted they are willing to collaborate with us, if we choose, but we would need to appoint an Ordinance Officer. It was determined that there is no decision to be made yet because we need more information and more research needs to be done.
- **Nuisance Ordinance Follow-up**
Mayor Haeger reported that she followed up with Sheriff Bowen regarding our Nuisance Ordinance and was told again that if we have our own ordinance, the Sheriff's Office cannot enforce it, but if we don't have our own ordinance, they will enforce the County Ordinance.
- **High Valley Utilities Evaluation Follow-up**
Dave provided a review of the Infrastructure Finance Programs document that was included in the packet. He noted we will have more information after Anderson Perry gets back to us about funding options they are researching. Lana explained that we have two loans already which may have to be paid down or paid off to be eligible for more loan funding.
- **CCA Donation Request for Annual Tree Lighting Event**
Lana reported she has asked the CCA for an itemization of the city's previous donations to the CCA but has not yet received a response. It was determined that more discussion will be held at the next meeting.
- **FY 2024-2025 Agreed Upon Procedures Report (Lindsey Cole, CPA)**
Lindsay Cole, CPA, provided a verbal review of the Agreed Upon Procedures report. She noted we need to develop more defined procedures for cash and collections and credit cards and debt; otherwise, the audit went well.
- **2000 International 4800 Dump Truck w/Snowplow**
Dave reported he and the Part-time Public Works Worker, Jason Jayne, went on a road trip to check out the dump truck/snowplow. He noted they found that it had transmission issues which could be costly and was in rough condition in general. They decided against the purchase.

- **Dan Landa Proposal for the City of Cove to Split Costs of Water/Sewer Lines**
Discussion ensued about the information that was provided at the last meeting regarding the proposal for the city to split the cost of water/sewer lines with Mr. Landa. It was reiterated that the estimates provided included material only. It was determined a cost/benefit analysis would be beneficial and would provide more information to discuss during the next budget cycle. It was stated that setting a precedent of this kind may not benefit the city in the future.
- **Oregon Ethics Committee Mandatory Public Meeting Law Online Training at City Hall Tentatively 2/11/26**
Lana reported that online training is available for this mandatory training, explaining it would take about two hours to complete. She explained that the councilors can also attend the training on their own. However, she has scheduled a tentative training at City Hall on February 11, 2026. Discussion ensued and it was determined to pursue the online training at City Hall on February 11, 2026.

New Business

- **Hydro Slide Repair Out for Bid**
The quotes for the Hydro Slide Repair and the work involved were discussed. Dave's recommendation was to accept the Hampton Paving bid for \$45,000.

Motion: Council President McCowan moved to approve the Hampton Paving bid for the Hydro Slide Repair. Councilor Boss Parker seconded. Motion carried.

City Council Working Committee Report

- **TSP – Land Use Development Code Follow-Up**
 - Dave noted he completed the follow-up requested of him; however, there is still one section he needs Lana's input.
 - Lana discussed the larger, black garbage bins some citizens have in Cove, noting they are unattractive and often placed in areas that are near or in the right-of-way. Discussion ensued and it was determined that when WastePro is at next month's meeting they will be asked for their input regarding what rights the city has to dictate where those bins are placed.
- **Cove Beautification Pilot Project**
The nominations for the Cove Beautification Pilot Project were presented. Next steps will include contacting the CCA judges who will score the nominations and determine the award.

City Recorder Report

Lana provided a verbal report:

- She noted she is working on the written procedures mentioned in the Agreed Upon Procedures. She is working on the financial procedures first.
- She provided a review of the Profit and Loss report included in the meeting packet.

Public Works Director Report

Dave provided a verbal report:

- They have been working on raising the manhole cover on Jasper Street.
- They repaired a hole in the 10-inch sewer main at the lagoon.
- They built and installed a new screen for the Hydro Plant.
- The Hydro Plant is currently down due to the power outage that occurred a few days ago. He is waiting on OTEC's help to get it back up and running. Hydro production is down.

- The lower reservoir is back online.
- Council President McCowan asked about the tree trimming that has taken place. Dave noted it is the City's responsibility when trees overhang in the right of way.

Mayor's Report

Mayor Haeger did not provide a report.

Student Councilor Report

Emma provided a verbal report:

- She detailed the school Halloween activities.
- There will be a Veteran's Day Assembly next week.

Good of the Order

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

Public Comment

Dennis Nostrant asked for more information on how the proposed sewer upgrades would impact the capacity of the lagoons. He also asked for a copy of the Agreed Upon Procedures.

Suggestions for Future Workshops & Meeting Agendas

No suggestions for future workshops or meeting agendas were made.

Upcoming Meetings

Regular council meeting scheduled for December 2, 2025.

Adjournment

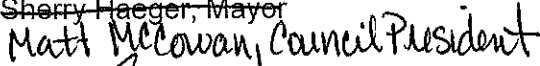
Mayor Haeger adjourned the meeting at 8:18 p.m.

Executive Session

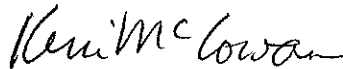
Executive Session was called to order at 8:20 p.m. and adjourned at 8:22 p.m.



Sherry Haeger, Mayor




Lana Shira, City Recorder



Kerri McCowan, Billing Clerk