

MINUTES OF COUNCIL MEETING  
FOR THE CITY OF MAYWOOD PARK  
13 JANUARY 2020 7:00-8:00 PM

- COUNCIL MEETING -

In Attendance: Mayor Matthew Castor, Councilor Michelle Montross, Councilor Chris Williams  
Absent: Council President Art Winslow, Councilor Jim Akers  
Staff Present: City Recorder Rene' Sanders, City Treasurer Wendy Irwin  
Residents present: Mike Reynolds, Kim Hutchinson, Matt Jordan, Nathan Montross, Linda Hardin, Ron Dickson, Theo Beig Roopisr

The City Council Meeting was called to order at 7:00 pm.

**PRESENTATION**

Lt. Jordan with Multnomah County Sheriff's Office is our new liaison. He has been a police officer for 19 years, just promoted to lieutenant. Lt. Jordan then presented the public safety statistics. In the month of December, there were 34 dispatch calls and 16 self-initiated responses. In November there were 29 dispatch calls and 17 self-initiated, while October there were 21 dispatch and 24 self-initiated. December's calls included 24 administrative and 10 emergencies. There were 25 incidents in November and 15 in October. Average response time was 4 minutes, 36 seconds. The time spent on calls in Maywood Park for the month of December was 7 hours 43 minutes. The average time per call was just over 9 minutes. There was one crash on 96<sup>th</sup> and Prescott that was a hit and run. In the last 31 days, they performed two premise checks, twenty-eight vacation home checks, one crash, five traffic stops, four subject stops, one suspicious vehicle, two thefts, one burglary, and five "others". In November we had three premise checks, three welfare checks, one vacation home check, two traffic stops, five person stops, eight suspicious vehicles, four thefts, one vandalism, two stolen cars, and seventeen others. Resident Hutchinson asked how we compare with neighborhoods around us. Mayor Castor, replied that we don't pull statistics from other areas. Resident Hutchinson directed his question to Lt. Jordan and asked for his feeling? Lt. Jordan replied that there is less activity here. Mayor Castor pointed out that the areas around us are larger geographic areas that are patrolled. Resident Reynolds noted that we are a better in-tune community. Mayor Castor asked if there was any information on the fatality on 84 and 122<sup>nd</sup>. It had happened in the last week or two. Lt. Jordan will look into it. Resident Hutchinson asked Lt. Jordan if he knew anything about the guy that was doing donuts around the traffic diverter at Mason and 99th. No. Resident Nathan Montross asked what kind of crime that is. Lt. Jordan said that it depends on the details such as time, weather, etc. He said that it could be careless or reckless driving. Lt. Jordan asked if there were any more questions. There were none.

**PUBLIC HEARING**

None

**APPROVAL OF MINUTES**

Mayor Castor asked the council to review the minutes from the January 6<sup>th</sup> Council meeting. Mayor Castor then asked the council if they have any questions about the minutes. There were none. Mayor Castor called for a motion to approve the minutes. Councilor Montross made the motion; which was seconded by Councilor Williams. Mayor Castor voted aye, Councilor Montross voted aye, Councilor Williams voted aye.

**TREASURER REPORT**

City Treasurer Irwin presented the December 2019 Treasurer's Report for the Council. Page 3 of 11 shows total cash assets for December are \$531,268.46. Increase in cash from prior month is due to property tax revenue that

came in during December. She also noted that all of the budget transfers were made for the funds per the 2019/2020 budget. She also transferred some funds into the general fund money market account until needed. Councilor Williams asked what the expenditure for “Cookie Girls” was. Treasurer Irwin replied that it was for cookies for the office open house. Pages 5-7 is the Budget v. Actual Report which shows actual expenditures for July through December against the annual budget for the fiscal year. Per the report, shown on account 1-401, we’ve gotten most of the property tax revenue, which is our major source of revenue. Pages 8 through 11 show the checks written and deposits made by fund in the month of December.

Ms. Irwin asked if any other questions. None. Irwin called for a motion to approve the December Treasurer’s Report as submitted with a final cash balance of \$531,268.46. Councilor Montross made the motion; which was seconded by Councilor Williams. Mayor Castor voted aye, Councilor Montross voted aye, Councilor Williams voted aye. Motion passed.

## **RESOLUTIONS**

Mayor Castor mentioned that we received bids for sewer cleanout and street sweeping services which relate to Resolution 278. Ms. Irwin clarified that in the sewer reserves fund we have \$5,000 for maintenance and repair and \$20,000 for capital outlay expenses. We need to transfer approximately \$14,000 to cover the estimated cost from Lovett of \$19,000 for the storm drain catch basins and dry wells clean out and maintenance. Mayor Castor asked if this also covers street sweeping. Ms. Irwin replied no, street sweeping is a different bid, different company, and comes out of the street fund budget. Mayor Castor asked if we were going with Lovett for street sweeping. Councilor Montross answered that Lovett doesn’t do street sweeping. We are going with Valley View. We are waiting for Lovett to finish the catch basins and storm drains then we will have the streets swept. Mayor Castor asked for a motion to approve Resolution 278: Storm Drain Reserves Fund Budget Transfer. Councilor Montross made the motion to approve. Councilor Williams seconded the motion. Mayor Castor voted aye, Councilor Montross voted aye, Councilor Williams voted aye. The motion passed unanimously.

Mayor Castor brought up Resolution 279 which amends Resolution 269, City Recorder Job Description. This resolution will reduce the City Recorder hours from 20 hours per week to 15 hours per week. Mayor Castor asked if there were any questions or comments. Counselor Montross asked City Recorder Sanders if she was going to have set hours. Ms. Sanders replied that she was in on Monday, Wednesday, and Friday mornings; and often in for a short time on Tuesday as well. Mayor Castor commented that Ms. Sanders monitors the email frequently outside of office hours. Councilor Montross mentioned that Ms. Sanders had posted notices on the website and Facebook page on short notice, also outside of office hours. Mayor Castor asked for motion to approve Resolution 279. Councilor Montross made the motion to approve. Councilor Williams seconded the motion. Mayor Castor voted aye, Councilor Montross voted aye, Councilor Williams voted aye. The motion passed unanimously.

## **RESIDENT SURVEYS**

Mayor Castor reported that he is still working on drafts for a few surveys.

## **WASTEWATER**

Mayor Castor talked with Bill Pavlick at Pace Engineering regarding the progress on the wastewater situation. He will circulate information to council and recorder.

## **BUILDING PERMITS IGA**

Mayor Castor reported on the Intergovernmental Agreement with Troutdale. He talked with Adam Barber at Multnomah County and they will be meeting soon. The County doesn’t have a building permit program. Portland and Gresham have declined to serve us. The State’s current stance is that they will only serve entire counties. We’ll also try to get together with the State to see if there are any options for us. The other possibility is going private. This might be our most feasible option, but the State was looking at eliminating that. We’ve received our

official letter from Troutdale ending our IGA, so our 180 days has started. Our agreement with them will end in late June.

## **FRANCHISES**

Nothing new.

## **ORDINANCES, ZONING, AND PLANNING**

Mayor Castor didn't talk to Council President Winslow about ordinances or zoning and planning. Previously, he had nothing new to report.

## **STREET LIGHTS AND STOP SIGNS**

Councilor Montross reported that Councilor Akers hasn't heard back from the County on the stop signs or converting the street lights to LEDs, so there's nothing new to report. Light #6 is flickering, so Councilor Montross called to have it replaced. They'll be out sometime later in the week to fix it.

## **STREET SWEEPING, CATCH BASINS AND DRY WELLS**

Councilor Montross reported that she talked to Dan at Valley View with regards to resident's request about trimming the hedges. She also checked with Treasurer Irwin to see if we have the money to do this right now. We do not currently have the budget for it. However, pruning is better off waiting until leaves are present in the spring so she asked Valley View to take a look at the problem, and provide a cost estimate for having the work done later this year. Councilor Montross also told Valley View that the Council would be discussing street sweeping tonight and that she is waiting to give them the go-ahead to do it. Mayor Castor asked about disposal costs for the street sweeping. Montross said that we take care of it by calling Heiberg to provide a dumpster. It costs about \$500. Councilor Montross mentioned that Valley View's street sweeping proposal was expensive. However, they'll be going curb to curb to really scrub our streets and help preserve them. There are pine needles that are becoming imbedded in the asphalt and will be cleaned up. Mayor Castor asked Councilor Montross to spend some time with Valley View on the first day that they come out for street sweeping to make them aware of our expectation. Councilor Montross agreed. Councilor Montross asked for permission to contact and give the go-ahead to Valley View. Council agreed unanimously. Councilor Montross reported that they would like two dry days before they start and that she will coordinate with them.

## **CHRISTMAS TREE LIGHTS**

The Christmas tree lights have been unplugged, but removal was postponed due to weather conditions. Councilor Montross will call when the weather has improved. It will probably be next week.

## **LOTTERY GRANTS**

Councilor Montross reported that she couldn't find information on grant funds from the Lottery. Resident Dickson said that he would send a link and agreed that it's hard to find. Resident Dickson recommended not to ask for a lump sum, but break request down into smaller, specific pieces.

## **CODIFICATION**

Councilor Williams reported that the codification is moving along nicely. There are some things Mayor Castor will have to dig into to figure out what some of the old ordinances were referring to. Project is getting very close to completion. Councilor Williams addressed the question that Faye Reynolds had asked at a previous meeting regarding retention of the original ordinances and history. The new website will reference the number or numbers of ordinances used for the code and the year it was passed. So you'll be able to see how our ordinances mapped to the new code system.

## **NEW BUSINESS**

Mayor Castor asked Treasurer Irwin and Recorder Sanders if they had anything they wanted to talk about this evening. No. Mayor Castor opened the floor to new business and resident comment. Resident Montross asked about the homeless issue, cleanup crews, etc. Resident Reynolds noted that Portland voted and will go ahead with the contract with a third-party company to clean up homeless camps.

Resident Montross asked about the status of the City providing tablets for the council members. (No distinct answer was provided.)

Resident Reynolds asked Mayor Castor if he had a chance to connect with City resident Jorge yet regarding Maywood Place barriers. Mayor Castor replied that he'd been playing tag with him a little bit.

Councilor Montross brought up the issue regarding the fence being cut again. Can ODOT put up "No Trespassing" signs? Mayor Castor replied that technically, that is public property. Resident Dickson asked if we can we get some expanded metal to fence it off. Mayor Castor replied that once we touch it, it becomes our responsibility. The best we can do for now is that as soon as anyone notices a cut in the fence, email the office and he will notify ODOT to come out and fix it. Our best option is to put in the budget an amount to construct a wrought iron fence. Then we'd be in a position to take over care and maintenance from ODOT.

Resident Montross commented that he thought it was against the law for people to walk on the freeway and directed a question to Lt. Jordan. Lt. Jordan replied that it is not against the law.

Resident Dickson reported on a resolution to some theft that occurred where the perpetrator had been caught and tried. Mayor Castor was please to hear that there was some resolution.

Mayor Castor asked if there was anything else. There was not.

**Mayor Castor requested a motion to adjourn. The motion was made by Councilor Montross, and seconded by Councilor Williams. Mayor Castor voted aye, Councilor Montross voted aye, Councilor Williams voted aye.**

**Meeting was adjourned at 7:41 pm.**