

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

- COUNCIL MEETING -

In Attendance: Mayor Matthew Castor, Council President Michelle Montross, Councilor Jim Akers, Councilor Mike Reynolds
Absent:
Staff Present: City Recorder Rene' Sanders, Treasurer Wendy Irwin
Residents present: Dickson, George D, Jeff Williams, Kim, Linda Hardin, marianne, miriam berman, Robin Wisner

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

APPROVAL OF MINUTES

Mayor Castor asked the Council if they had any corrections to the November 16, 2020 minutes of the Council Meeting. There were none. Mayor Castor called for a motion to approve the November 16, 2020, City Council meeting minutes. Councilor Akers made the motion, which was seconded by Council President Montross. Mayor Castor voted aye, Council President Montross voted aye, Councilor Akers voted aye, Councilor Reynolds voted aye.

TREASURER'S REPORT

City Treasurer Irwin presented the Treasurer's Report for the month of November 2020. On the statement of assets, liabilities, & fund balance, pages 3-4 of the report, the total of cash assets is \$503,603.01. The cash balance has gone up because we are receiving property tax revenue, which is our primary source of revenue. On page 5-7, the fiscal year to date actual vs annual budget amounts are shown. Actual column is for July through November 2020 and the budget column is for the full fiscal year ending June 30, 2021.

Mayor Castor asked if Code Publishing was a yearly contract or pay per service. City Recorder Sanders reported that she would need to look up the contract for the details.

Council President Montross asked about the Zoom account billing. She wondered if there was a limit on minutes for meetings. City Recorder Sanders reported that there is not a limit on minutes, but there is a 100-person limit on attendees.

Ms. Irwin continued reporting that the last 3 pages of the Treasurer's Report show the checks and deposits for each cash account by date for the month.

Mayor Castor mentioned to Ms. Irwin that she should be getting an invoice from the attorney office Saalfeld Griggs PC for the CARES Act IGA review and a review of City Council candidate eligibility based on a resident concern.

Ms. Irwin asked if there were any other questions. There were none. She called for motion to approve the November 2020 Treasurer's Report with total cash balance of \$503,603.01. Councilor Akers made the motion, which was seconded by Council President Montross. Mayor Castor voted aye, Council President Montross voted aye, Councilor Akers voted aye, Councilor Reynolds voted aye.

CARES ACT

Mayor Castor reported that we received a few changes from Saalfeld Griggs PC. The changes were made in the documents sent to Council President Montross. It looks like we'll be receiving upwards of \$8,000 initially. If additional funding is approved by the Federal government, we may receive additional funds. Ruth Levine is the contact point.

BUILDING PERMIT

Mayor Castor reported that the City of Portland approved the IGA for building permits. Andy will connect with City Recorder Sanders regarding getting some links on the City website. We should receive the signed IGA in the next week or two. Once we sign it, we should be set by the end of December for having building permits processed through the City of Portland.

CURBSIDE COMPOSTING

Mayor Castor believes the survey did not provide a definitive answer to the curbside composting issue. The responses were evenly split. He suggested to volunteers that a door-to-door campaign might build interest. One of the persons didn't want to take on all the legwork themselves. Mayor Castor recommended getting an updated franchise agreement with Heiburg now and adopt the new rates for our existing service. If people want to do a door-to-door campaign later, maybe after COVID, and there is enough interest, curbside composting can be added to the Heiberg contract at any time.

Councilor Reynolds agreed. Mayor Castor asked Councilor Akers if he had something to add. He did not. Mayor Castor will tell Brian to get a new franchise agreement to us. Metro has pushed off their current rate increase until July, so Brian will be able to lock in the rates for us close to what he showed us at the last meeting.

HEIBERG

Council President Montross reported that one of Heiberg Garbage's large trucks was in accident. The truck was hit by a car and flipped over. The driver was okay. Jesse thanked us for caring.

CATCH BASINS

Council President Montross reported that Lovett started cleaning out the catch basins and dry wells today. She reminded everyone to park at least 6 feet away from the grates to facilitate cleaning.

ELECTED OFFICIALS WORKSHOP

Council President Montross reported that the Elected Officials Workshop should be attended by all Councilors. She named Councilor Reynolds, Councilor Akers, Councilor Elect Wisner, and Councilor Elect Berman. She stated that she has already signed up to attend, and stressed the value of the information that is presented in the workshop.

VALLEY VIEW

Council President Montross reported that Valley View sent their information to her regarding the sprinkler system. The estimate sent to ODOT was for repair. The repair estimate is \$6,500. The estimate for replacement is \$169,000. This does not cover the Commons, but covers the berm area from end to end. She is hopeful that ODOT will cover the replacement, not just the repair. Mayor Castor agreed.

Council President Montross talked to Valley View about removing the word "Maywood" from the hillside and replacing it next spring. It was really torn up, so it's best to start with a clean slate. They provided an estimate of \$1,760 to clean up, remove the frame, and dispose of the debris. Mayor Castor mentioned that part of the reason it has fallen into disrepair is because it is wood. He asked if we should consider different material. Councilor Reynolds and Council President Montross have talked about it, and wondered if it could look like the Hollywood

sign, standing up. They're looking at other options. Mayor Castor observed that it currently says "Maywood," not "Maywood Park." He wondered if we should look at changing it to the actual City name.

ODOT

Council President Montross reported that a call came in while she happened to be in the City office regarding a noise variance for some work on I-205. Since they only go about a mile, they've never received a variance from Maywood Park in the past. If people have any questions, they should call a council member before calling ODOT. It won't be all night every night, they're only doing a mile. They are putting in whisper strips. The noise inside the car would be louder than the noise outside the car.

SPEED LIMIT

Council President Montross reported that the speed limit signs will go up in the spring. Not being Portland, we are not high on the list of getting signs made.

Mayor Castor pointed out that we'll need to make the Sheriff's Department aware of when the new speed limit goes into effect.

Council President Montross reported that she counted 33 cars parked along Maywood Place, some of them facing the wrong direction. She also mentioned that vehicles need to park 50 feet from stop signs, especially if it's a large vehicle that can block line-of-sight around corners.

Mayor Castor mentioned that we may need to reach out to USPS as well about parking at the intersections close to the stop signs. He has recently seen their trucks parked too close to the corners.

Council President Montross reported that Peterson Cat donated the lift and Valley View donated the time to put up the Christmas lights this year.

Council President Montross reported that the Santa Crawl was very successful. Rudolf got a flat in front of former Councilor Winslow's house, so Councilor Akers came and gave Councilor Reynolds a lift back to Santa's landing strip. Councilor-elect Wisner got his pickup and took them around. Councilor-elect Berman, the elf, was handing out cookies.

Council President Montross mentioned that the cookies were donated by the Cookie Girls on Alton Street. They donated over 200 cookies. Council President Montross extended special thanks to them for their donation during a time when small businesses are struggling to survive.

Mayor Castor added to the ODOT conversation that the end of the multi-use path is asphalt and it's pretty wide where it joins NE Prescott Street. Ted Miller from ODOT has met with Mayor Castor and talked about curbing over the entry and including an ADA ramp. They put it through design and engineering, hope to build it out in spring of 2021. Council President Montross thanked him for that information and will follow up on it next year. Councilor Reynolds reported that he has a file with ODOT's concept ideas that he can give to Council President Montross.

COUNCILOR AKERS

Councilor Akers reported that he had nothing to report.

COUNCILOR REYNOLDS

Councilor Reynolds reported a couple of follow-ups. He reported that they are developing a courtesy parking notice that explains why it's dangerous to park illegally. We want to start with education and communication. The notices will tie into traffic codes and Maywood Park codes and ordinances.

Councilor Reynolds reported that he is waiting for a quote back from Olympic Foundry. They provided the divertors for the path. It will be designed as a safety device for the north end of Maywood Place.

Mayor Castor asked about the Abney's property and the flooding. He mentioned that there was discussion about adding a catch basin or removing a tree. Councilor Reynolds reported that they're getting quotes for a catch basin. Mayor Castor asked if that is something that the County is involved with. Councilor Reynolds reported that he is working with Mr. Turner on it. He will get quotes on drywell installation.

Mayor Castor read George D's question about cost and estimates, but it was unclear what issue he was asking about.

Mayor Castor recognized City Recorder Sanders for some updates. Ms. Sanders reported that former Councilor Chris Williams had emailed her to investigate migrating the City website to a new provider. He has been hosting the site on his own personal account. She had polled other city recorders to see what web hosting services other cities are using, and then checked with Mr. Williams for his recommendations. Two hosts were recommended by Mr. Williams, Squarespace and Wix. Ms. Sanders compared rates and features and recommended Squarespace based on cost and unlimited storage. Mayor Castor has used Squarespace before, and reported that it is user friendly.

Ms. Sanders then provided a brief update on the implementation of ORMS. She has been unable to get the computers on the static IP addresses, and needs an IT person to assist. Mayor Castor asked if we should look for an IT person to have on retainer for the City. Ms. Sanders replied that was a good idea, and wondered if there might be anyone in the City that had the requisite skills. Mayor Castor suggested posting a notice on the website and social media to see if anyone would volunteer.

Mayor Castor asked if any Councilors had any new business.

Councilor Reynolds reported that Multnomah County has been very supportive on signage. They have a resident expert who can help us out and save us some money.

Councilor Reynolds wanted to clarify that we need to look at the repair estimate submitted by Valley View. He doesn't believe that the \$6,500 is the actual repair cost, but the cost to conduct a repair audit. They won't give us the repair cost until the audit is done. Once the audit is done, they'll tell us what the cost will be.

Mayor Castor asked if it was clear with ODOT that they are covering that cost. Council President Montross answered yes, they are, and Valley View has worked with ODOT in the past. Mayor Castor asked if ODOT is okay with paying the \$6,500. Councilor Reynolds reported that they will need to follow up on that, he had to take it to someone else.

Mayor Castor stated that it is in our best interest to share the cost with ODOT. Mayor Castor noted that \$3,250 is a small price to pay if they're going to cover the cost of repairs.

Mayor Castor asked if there were any more comments. There were none.

Mayor Castor requested a motion to adjourn. The motion was made by Councilor Akers and seconded by Council President Montross. Mayor Castor voted aye, Council President Montross voted aye, Councilor Akers voted aye, Councilor Reynolds voted aye.

Meeting was adjourned at 7:45 pm.

FINAL