

**PORTOLA CITY COUNCIL
REGULAR MEETING
JULY 11, 2012
7:00 P.M.**

CALL TO ORDER

Mayor Pro Tem Larrieu called the meeting to order at 7:00 p.m. and led the pledge of allegiance.

ROLL CALL

Councilmembers Oels, McBride, Weaver and Mayor Pro Tem Larrieu responded to the roll call. Mayor Mark was absent. City Manager/City Clerk Leslie Tigan, City Attorney, Steve Gross Finance Officer Susan Scarlett and Solid Waste Consultant Tom Valentino were also in attendance.

ADDITIONAL AGENDA ITEM

City Manager Leslie Tigan requested the City Council consider adding an item to the agenda. She explained that following posting of the agenda there had been a failure of a sewer grinder which needed to be replaced. The delineator is a necessary part of the wastewater system and needs to be replaced as soon as possible to insure pumps do not clog. She requested the Council consider an item for taking action on approval of the purchase, dispensing with competitive bidding and a budget amendment.

It was then moved by Councilmember Weaver, seconded by Councilmember McBride to add the requested item to the agenda and find that it came to the attention of the City following the posting of the agenda and need to be acted upon immediately. Under roll call vote all members present voted in favor. Mayor Mark was absent.

PUBLIC COMMENT

Charter City

Portola resident Bob Morton commended that Portola may want to consider becoming a Charter City since they can dispense with prevailing wage requirements for local spending.

Plumas County Sheriff Department

Plumas County Supervisor Terry Swofford explained that he wished to dispel rumors that the Sheriff Department does not have funding for any overtime hours and had cut back service. He reported that this was not the case; there will be no cuts to service.

CITY MANAGER'S REPORT

Ms. Tigan reported on the following: scheduling a meeting with a consultant to work on City Manager recruitment for September 12, 2012; an interesting section in the Sierra County Grand Jury report regarding the need for a County CAO; Community Leaders breakfast with Senator Gaines in Quincy on August 10th; public comment at the Planning Commission by Dr. Beaver; the November election nomination period runs from July 16 through August 10; a newly required form of the FPPC has been posted on the City's web site; Public Works crew working on water leaks, weed eating and potholes; the Safe Routes to Schools project is nearing completion; proposals for the web site redesign have been received and will first be reviewed by the Finance and Administration Committee; a scheduled Committee meeting for the Façade Improvement Program; Railroad Days donation should be on the next agenda; and concerts in the park start on Friday July 20th.

Solid Waste Consultant Tom Valentino explained that he was working with a group who are trying to get the State to revise the way Waste Discharge Fees are assessed. He provided the City Council with a chart showing increased to the fees paid by the City for the past few years.

CONSENT CALENDAR

It was moved by Councilmember Weaver seconded by Councilmember McBride to approve the consent calendar as presented. All members present voted in favor. Mayor Mark was absent.

- A. Minutes – Adopted the minutes of the regular meeting held on June 27, 2012.
- B. Claims – Adopted Resolution No. 2137 authorizing payment of claims for the period June 23, 2012 to July 6, 2012.

Accounts Payable:	\$ 80,228.90
Payroll:	\$ 42,997.23
Total:	\$ 123,226.13

PRESENTATION

- A. Mandatory Commercial Recycling – AB 341

Consultant Tom Valentino provided a presentation on the new Mandatory Commercial Recycling regulations.

ORDER OF BUSINESS

- A. Planning Commission Appointments

City Manager Leslie Tigan explained that the City had received a letter of resignation from Planning Commissioner Jason Harston and that Commissioners Pam Gill and Bill Mainland had each asked to be considered for reappointment for another two year term. She noted that although the Mayor is absent she had expressed support for the reappointments.

Mayor Pro Tem Larrieu reappointed Pam Gill and Bill Mainland to their seats with terms to expire in July 2014. He also requested continued recruitment for the vacant seat.

- B. Abatements

City Manager Leslie Tigan explained staff had provided notice to the effected property owners that clean up needed to be completed prior to this meeting or the City would proceed with the abatement process. She noted that the next step in the process is to schedule a hearing with the property owner and suggested that this could be completed at the July 25th City Council meeting.

Community Service Officer Leah Turner updated the Council on the status of each property. She suggested that the 64 West Quincy Avenue property should be removed from the process since it has been cleaned up and screening has been installed. She explained that work had been done at all properties except 201 Main Street but each still needed additional clean-up.

After a brief discussion it was the consensus of the City Council to schedule a hearing for the 201 Main Street property on July 25, 2012, to remove the 64 West Quincy Avenue from the process and to schedule a hearing for the properties at 365 West Plumas Avenue, 260 Ridge Street and the vacant lot on Colorado Street for August 8, 2012.

- C. Water Control Valve Replacement

City Manager Leslie Tigan explained that following recent complaints of low water pressure in the area north of Joy Way the Public Works staff have found that a control valve had failed on an 8 inch water line in the area.

Public Works Manager Todd Roberts explained that in addition to just replacing the valve it would need to be incorporated within the water system and added to the SCADA monitoring controls. He explained that Dean Marsh of Sauers Engineering had been out to look at the issue and was starting a design of the project.

Ms. Tigan requested the City Council consider approval of the project design with an amount not to exceed \$5,000. Once completed the project would be presented to the City Council for consideration.

It was moved by Councilmember Weaver, seconded by Councilmember Oels to authorize an amount not to exceed \$5,000 for the project design. All members present voted in favor. Mayor Mark was absent.

ITEM ADDED TO THE AGENDA

C1. Wastewater Grinder

City Manager Leslie Tigan and Public Works Manager Todd Roberts explained the need for this item to be address immediately. The wastewater grinder handles the grinding of large items in the wastewater so the pumps don't get clogged.

Mr. Roberts explained that since the grinder needs to fit into the system it will need to be purchased through Nevada Pump and Seal, as they are the local distributor for Franklin Miller the manufacturer of the required grinder. He requested the City Council consider dispensing with competitive bidding due to the sole source issue and authorized a \$25,000 budget amendment for the grinder purchase.

It was then moved by Councilmember Weaver, seconded by Councilmember McBride to dispense with competitive bidding due to the sole source issue and approve a budget amendment of \$25,000 for the grinder. All members present voted in favor. Mayor Mark was absent.

D. Appointment of Real Property Negotiators

Consultant Tom Valentino explained to the City Council that as he was continuing work on the landfill closure process he felt it would be a benefit to the project for the City to acquire a portion of property to the west and south of the existing landfill that would create a buffer zone. The property is currently owned privately by Jeff Carmichael.

City Attorney Steve Gross explained to the City Council that they should consider the appointment of property negotiators who could meet with the City Council in closed session and then commence with negotiations for acquisition of the property.

After a brief discussion it was moved by Councilmember Weaver, seconded by Councilmember McBride to appoint Tom Valentino, Leslie Tigan and Phil Oels as the City's negotiators. All members present voted in favor. Mayor Mark was absent.

CLOSED SESSION

Mayor Pro Tem Larrieu recessed the meeting to closed session at 8:15 p.m.

A. Conference with Real Property Negotiators – Pursuant to Government Code Section 54956.8

Property: APN #025-100-030

Agency Negotiator: As appointed above, item 8D

Negotiating Party: Jeff Carmichael

Under Negotiation: Price & Terms

B. Existing Litigation – Pursuant to Government Code Section 54956.9 Claim of Frank (York Claim # 2012122434)

Councilmember McBride recused himself due to a conflict of interest.

C. Existing Litigation – Pursuant to Government Code Section 54956.9 City of Portola vs. State of California Department of Fish & Game Case No. CV09-00065

The meeting was reconvened to open session at 8:55 p.m.

REPORT FROM CLOSED SESSION

There was no reportable action from the closed session.

ADJOURNMENT

There being no further business it was moved by Councilmember Weaver, seconded by Councilmember Oels to adjourn the meeting at 8:56 p.m. All members present voted in favor. Councilmember McBride and Mayor Mark were absent.

Leslie Tigan, CMC
City Clerk