

**REGULAR MEETING MINUTES  
PORTOLA CITY COUNCIL  
35 THIRD AVENUE | PORTOLA, CA 96122  
SEPTEMBER 8, 2021 | 6:00 P.M.**

**1. CALL TO ORDER**

Councilmembers attended this meeting via teleconference as permitted by California Governor Newsom Executive Order N-29-20. Members of the public were able to join the meeting via Zoom live streaming. Mayor Powers called the meeting to order at 6:00 p.m.

**2. ROLL CALL**

Councilmembers Tom Cooley, Phil Oels, Mayor Pro Tem Pat Morton, and Mayor Bill Powers responded to the roll call. City Manager Lauren Knox, City Attorney Steve Gross, Finance Officer Susan Scarlett, and Deputy City Clerk Tara Kindall were also present. Councilmember Stan Peiler was absent.

**3. PUBLIC COMMENT**

Ms. Ashlee Sims made a comment concerning the closed session. Mandy, Trails Director with the Sierra Buttes Trails Stewardship, thanked the City of Portola for helping fund the Beckwourth Peak Trail Project.

**4. CITY COMMUNICATIONS**

**A. City Council Communications/Committee Reports**

Councilmember Oels reported that he attended a Firewise meeting at the library and two Disc Golf Ad Hoc Committee meetings.

Councilmember Cooley reported that he was a panelist at a CAL LAFCo U Webinar Series, Portola Firewise outreach meeting and a Fire Ad Hoc Committee meeting.

Mayor Pro Tem Morton reported that she attended three Disc Golf Ad Hoc Committee meetings, and a Fire Ad Hoc Committee meeting.

Mayor Powers reported that he also attended the Firewise meeting, worked on Concerts in the Park, worked with evacuees, LAFCo meeting was rescheduled.

**B. Staff Communications**

Gay Miller with Beckwourth Fire reported that the pre-assignment at Station 1 ended yesterday.

Melissa Klundby with Air Quality reported that they still have money to change out stove, November – February will be the curtailment dates this year, free chimney sweep vouchers are available for EPA certified stoves.

The Plumas County Sheriff’s department had no report.

**C. City Manager Report**

City Manager Knox reported that Mr. Rhodes has been collecting donations for the project he also would like to make some upgrades that will be coming up to Council soon. She had an Integrated Solid Waste Task Force meeting with Plumas County, a SCORE board meeting, a meeting with the Grizzly Lake Community Services District meeting, and she also attended the Firewise meeting.

**5. CONSENT CALENDAR**

Mayor Pro Tem Morton moved and Councilmember Oels seconded a motion to approve the consent calendar as amended:

- A. Minutes** – Adopt the minutes of the City Council Regular Meeting held on August 25, 2021.
- B. Claims** – Adopt Resolution No. 2482 authorizing payment of claims for the period of August 20, 2021 through September 3, 2021.

Accounts Payable:	\$ 54,771.50
Payroll:	<u>\$ 33,670.02</u>
Total:	\$ 88,441.52

Roll call vote, yes: Cooley, Oels, Morton, and Powers. So carried.  
Roll call vote, no: none.

**6. ORDER OF BUSINESS**

**A. Dixie Fire Update.**

City Manager Knox reported that the fire has grown to 922,192 acres and is now 59% contained. Evacuation warning for the city has been lifted. The fire has moved East and pushed into the Beckwourth Complex and Walker fire scars. She has been on one to two phone meetings daily. The two remaining groups of evacuees that

were in the park went home, however the new ones that have arrived will be moving to the ballfield.

**B. COVID**

City Manager Knox updated Council that COVID cases are increasing in the county. Full masking is now required again. She reviewed the Emergency Proclamation which Council consensus was to keep in place.

**C. Open Flame Burn Ban Associated with the Emergency Proclamation.**

City Manager Knox explained to Council that this discussion is to get direction from Council on including a burn ban on certain fires, such as warming fires, during the time the Emergency Proclamation for the Dixie Fire is in effect, and possibly amending the Code to reflect this type of ban during extreme events, like the current Dixie Fire. Discussion ensued. Council consensus was for Staff to bring to Council an Ordinance to amend the Municipal Code concerning this issue.

**7. Closed Session**

**A. Public Employee Performance Evaluation.**

At 6:41 p.m. Mayor Powers adjourned from the Regular Meeting to go into Closed session pursuant to Government Code section 54957, City Manager.

At 7:36 p.m. Mayor Powers returned to the Regular Session meeting.

**8. ADJOURNMENT**

There being no further business Mayor Powers adjourned the meeting at 7:37 p.m.

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Tara Kindall, CMC  
Deputy City Clerk