

**REGULAR MEETING MINUTES
PORTOLA CITY COUNCIL
35 THIRD AVENUE | PORTOLA, CA 96122
JULY 8, 2020 | 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. Member of the public were able to join the meeting via Zoom live streaming. Mayor Oels called the meeting to order at 6:01 p.m.

2. ROLL CALL

Councilmembers Tom Cooley, Pat Morton, Stan Peiler, Mayor Pro Tem Bill Powers, and Mayor Phil Oels 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.

3. PUBLIC COMMENT

Mayor Oels called for any public comment. There were no comments submitted in writing prior to the meeting and no one on the Zoom meeting platform engage in making any comments via the live streaming or chat platform.

4. CITY COMMUNICATIONS

A. City Council Communications/Committee Reports

Councilmember Peiler reported that he and Code Compliance Officer Sankey toured the north and south side of town. He had never been in alleys and was quite shocked. He hoping to address this at the next Community Development Committee meeting coming up.

Mayor Pro Tem Powers reported that he met with City Manager Knox and Mayor Oels to establish the Grant Ad Hoc Committee. He also met with Clarissa Bradley our intern.

Councilmember Morton stated she attended several Fire Ad Hoc and Fire Study Group meetings.

Councilmember Cooley reported that he also attended the same meetings as Councilmember Morton. He and his lovely wife, Linda, have done some weed abatement on A15 and the hospital road.

Mayor Oels reported that he attended the Grants Ad Hoc Committee meeting, went on the ride a long with CCO Sankey, and has another Ad Hoc Committee meeting tomorrow. He was wondering if the alleys were public or private property? City Attorney Gross suggested that we speak with Dan Bastian to help answer that question. He also did weed abatement on Hospital Road as well.

B. Staff Communications/Fire Chief Report

City Manager Knox read the Fire Chief's report into the record. There were 22 emergency calls June 2nd through June 30th, 2020: 12 medical calls; one smoke check; one fire alarm; one carbon monoxide alarm; one wildland fire east of the hospital south of the cemetery; five burn piles; and one transformer malfunction. Easter Plumas Rural Fire PD is working with Paramedic Manager Corina Corbridge at EPHC to complete the application of the Portola area to be included in the Community Heart Safe Program. We have already submitted our letter of intent to the program. This program maps every AED that is placed and registered in Plumas County. There is a website to see these locations. (There will be more to come on that information). EPHC and EPRFPD are looking to place at least four more AED's in the immediate area to make 11 AED's in the communities we provide services. EPRFPD is looking into donating four to five AED's to our local Sheriff Deputies for their patrol vehicles and one for the City of Portola CCO vehicle. EPHC is supplying the AED pads and we are looking for sponsors/donors to help with the batteries for each unit. Each AED uses ten batteries at \$2.00 for each battery. The life saved is priceless...we need those batteries! Action items are hydrant testing and electrical issues at Southside Station.

C. City Manager Report

City Manager reported that there were two fires in the area this week. One was in the Forrest near the "P" on the hill and the Forrest Service is investigating. One was on the east side of the cemetery. It was an illegal campfire. Both had minimal impact and were extinguished quickly. She urges anyone who sees fire or smoke or smells please call 911 immediately. Vehicle abatements are underway. She has been working with the Grants Ad Hoc Committee to develop grant ideas for COVID, economic development related grants and they will be meeting tomorrow. She is also working on an application to the Department of Finance to receive a direct allocation for CARES Act funding for \$50,000 for COVID response. Our park areas have had an increase in vandalism and garbage so we are trying to keep a close eye on things to help mitigate this as it is a burden for Staff to not only do regular maintenance, but extra cleaning and fixing for this.

5. CONSENT CALENDAR

Councilmember Cooley moved and Councilmember Morton seconded a motion to approve the consent calendar as submitted.

- A. **Claims** – Adopt Resolution No. 2439 authorizing payment of claims for the period of June 19, 2020 through July 1, 2020.

Accounts Payable:	\$ 407,701.66
Payroll:	<u>\$ 27,359.51</u>
Total:	\$ 435,061.17

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

Finance Officer Scarlett explained why the claims were larger than normal.

6. ORDER OF BUSINESS

A. Abatement of Weeds and Rubbish.

Ordinance No. 358 was introduced and the waived the second reading at the June 24, 2020 meeting. This ordinance makes a minor amendment to include language allowing for properties subject to City abatement of weeds and rubbish to be assessed with a lien. Staff recommends adoption of Ordinance No. 358.

An Ordinance of the City of Portola, County of Plumas repealing Ordinance No. 353 and replacing Chapter 8.16 – Abatement of Weeds and Rubbish of the Portola Municipal Code.

Mayor Pro Tem Powers moved and Councilmember Peiler seconded a motion to adopt Ordinance No. 358.

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

B. Local Government Planning Grant Program Funds.

Resolution No. 2440 authorizes application for and receipt of Local Government Planning Grant program fund in the amount of \$65,000.

A Resolution of the City Council of the City of Portola Authorizing application for, and receipt of, Local Government Planning Support Grant Program Funds.

Councilmember Peiler moved and Mayor Pro Tem Powers seconded a motion to adopt Resolution No. 2440.

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

C. COVID-19 Update

City Manager Knox stated there are now 15 total cases in Plumas County. The governor has issued a state-wide face covering order. At the June 10th meeting Council requested certain items to be brought back after 30 days. Those items are as follows:

- Utility Billing assessment of late fees. Do we want to re-instate late fees? After a brief discussion Council consensus is to not re-instate fees for the next 60 days.
- Re-opening of City Hall. The safety plan for re-opening was in the packet for Council's review. Does Council want to re-open City Hall? Brief discussion ensued. Council consensus is for City Hall to remain closed for the next 60 days.
- Emergency Proclamation. Council Consensus was to continue to operate with the emergency proclamation in place.

7. ADJOURNMENT

There being no further business Mayor Oels adjourned the meeting at 6:50 p.m.

Tara Kindall, CMC
Deputy City Clerk