

**REGULAR MEETING MINUTES
PORTOLA CITY COUNCIL
35 THIRD AVENUE | PORTOLA, CA 96122
AUGUST 12, 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 6:00 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, Deputy City Clerk Tara Kindall, and Code Compliance Officer Kevin Sankey were also present.

3. PUBLIC COMMENT

Mayor Oels called for any public comment. Jim Cavanaugh, who resides at 141 South Beckwith Street in Portola, addressed Council concerning a problem regarding weeds and rubbish that has been ongoing in his neighborhood. He commended the City Manager and Council for enacting the ordinance to address these problems and appreciated that action was now being taken to mitigate the situation. There were no comments submitted in writing prior to the meeting and no one else on the Zoom meeting platform who wished to comment.

4. CITY COMMUNICATIONS

A. City Council Communications/Committee Reports

Councilmember Morton reported that she helped with the face mask and hand sanitizer drive-thru distribution for Easter Plumas County businesses last Wednesday, August 5th. She also attended two Fire Ad Hoc committee meetings.

Councilmember Cooley reported that he also attended the two Fire Ad Hoc committee meetings.

Councilmember Peiler had nothing to report.

Mayor Pro Tem Powers reported that he attended a grant committee meeting with Mayor Oels and City Manager Knox, the meeting with California Highway Patrol and

CalTrans has been postponed to tomorrow, he's been writing up evacuation scenarios, and there is a LAFCo meeting on the 3rd of September.

Mayor Oels reported that he had attended a Community Development Ad Hoc committee meeting, a Firewise meeting, and a meeting with Councilmember Peiler and City Manager Knox.

B. Staff Communications/Fire Chief Report

Fire Chief Bob Frank reported that the calls for the City of Portola for July 2020 were as follows: 18 medical calls; three fire alarms, one smoke check, two burn piles, one grass fire; one landing zone; and one transformer malfunction for a total of 27 calls. Further items reported were:

1. CCO Kevin Sankey had already informed you of the two vegetation fires earlier this month.
2. He is still chasing several operating issues with the City's Type 3 Wildland Rig. He will continue to relay to the City Manager these issues with what needs to be addressed and repaired. It has been used on 6-7 local vegetation fires and burn piles.
3. EPRFPD continues to follow COVID-19 protocols.
4. Hydrant testing continues.
5. He has been working with Public Works Director Roberts to fix the electrical and the broken window at the south side station.

C. City Manager Report

City Manager Knox reported on the following items: in regards to the State Revolving Loan Fund she has enlisted the help of an outside engineering company to help understand and navigate the process; we now have an updated technical assistance workplan which includes both drinking water and wastewater proponents, the draft report should be completed in November; she had a call today with State waterboard and technical assistance group; Jack Webster, CSU Chico would like to come back to Council with an update; in terms of grants, the EDA stated that the Connected Communities Project we were first looking at didn't fall into line with what they are looking at funding so we continue to research if anything can be done in this area, and we are still researching potential use of funds from the CDBG grant, both of these are COVID related grants, the most recent idea being explored is potentially using some of these funds to help with the childcare problem that the community will soon be facing as the daycare facility is closing, which will have a large impact on employees of several business entities in Portola; new COVID signs have been put up, they are larger and hopefully more visible; research is being done to make our meetings a little easier for Council to attend virtually, so we are looking into purchasing tablets for Council, this would help streamline connectivity to the same platform and allow for IT to

troubleshoot any problems; there have been some recent issues with bears and trash so we will be placing some information to help the public in our next newsletter; the tree next to City Hall needs to be removed; paving projects are underway; the street sweeper is functioning; there have been 13 vehicles abated so far and more are being worked on; the Community Development committee has been working on the weed and rubbish abatement program and how to implement it; Mayor Pro Tem Powers mentioned the CPAW program which is a wildfire technical assistance program, there is a grant application that comes out in the fall and we will be looking out for that.

5. CONSENT CALENDAR

Deputy City Clerk Kindall explained that there was an error on the Agenda regarding the consent calendar that requires it to be pulled from the agenda and brought to council at the next Regular Session meeting.

6. ORDER OF BUSINESS

A. Ordinance 359 – Amend and Restate Ordinance 354.

City Manager Knox stated that since Ordinance 354's adoption on July 24, 2019 the EPA (Environmental Protection Agency) has requested that additional changes be made to the wording in Section 15.10.070. These changes are outlined in the attachment provided by Northern Sierra Air Quality Management District, who have been working with the EPA concerning this. Gretchen Bennett, Executive Director of the Northern Sierra Air Quality Management District, then explained the changes that the EPA is requesting be made. There are two changes being requested. They are: two additional events which could trigger the contingency measure for the wood burning curtailment program; and the duration of the contingency measure. She stressed that these changes "should not be a burden to any resident in Portola, since the EPA has provided sufficient resources to allow every resident in the city to comply with the wood burning curtailment program and the contingency measure, if triggered." She stated that these resources, which are in the millions of dollars, have been awarded to Portola because they have been one of the five most polluted areas in the nation each year since 2015. The overwhelming source of that pollution is from wood burning devices. The Air District has been working with the EPA to replace non-compliant wood burning devices with EPA certified devices through this large grant. Every household with a non-compliant device is eligible to have it replaced with an EPA certified device which has been fully paid for by the EPA grant. These EPA certified devices are less polluting, more efficient, cost less to use, and increase the value of each home. The goal is to have all homes in Portola using the EPA certified device. The changes in the ordinance relating to the contingency relate to the air quality "containment" percentage by lowering the threshold, for example instead of 30% it could change to 20%, and the duration of when the contingency could be triggered is lengthened,

so instead of November through February it would change to September through April.

Staff recommends introduction and waiving the second reading of Ordinance No. 359:

An Ordinance of the City of Portola, County of Plumas amending Chapter 15.10 of the City of Portola Municipal Code providing for regulation of wood stoves and fireplaces and the prohibition of the open burning of yard waste

and direct staff to place the ordinance on the September 9, 2020 agenda for adoption at that time. Discussion ensued.

Councilmember Cooley moved and Councilmember Morton seconded a motion to introduce and waive second reading of Ordinance No. 359 and direct staff to place it on the September 9, 2020 agenda for adoption.

Roll call vote, yes: Cooley, Morton, Peiler, Powers, and Oels. So carried.

Roll call vote, no: none.

7. ADJOURNMENT

Councilmember Morton thanked the City Manager and Staff for putting up the new COVID signs as they are much larger and easier to read. There being no further business Mayor Oels adjourned the meeting at 6:34 p.m.

Tara Kindall, CMC
Deputy City Clerk