

**REGULAR MEETING MINUTES
PORTOLA CITY COUNCIL
35 THIRD AVENUE | PORTOLA, CA 96122
AUGUST 26, 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 6:02 p.m.

2. ROLL CALL

Councilmembers Tom Cooley, Pat Morton, 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, Public Works Director Todd Roberts, Deputy City Clerk Tara Kindall, and Code Compliance Officer Kevin Sankey were also present. Councilmember Stan Peiler was absent.

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

Mayor Pro Tem Powers had nothing to report.

Councilmember Cooley reported that he participated in the agenda preparation meeting for the Fire Study Group; he also attended a Beckwourth Fire District Board meeting and a Fire Ad Hoc Committee meeting.

Councilmember Morton reported that she also attended the Beckwourth Fire District Board meeting and the Fire Ad Hoc Committee meeting.

Mayor Oels reported that he attended a Transportation Commission meeting and two Ad Hoc Committee meetings.

B. Staff Communications/Fire Chief Report

Chief Bob Frank reported that for the period of August 1, 2020 through August 25, 2020 there were nine medical calls, one appliance fire, one fire check, and one landing zone for a total of 12 calls. There were 27 total calls for the entire department, which is down 50% from last year. He did a ride along with City Manager Knox and Code Compliance Officer Sankey on the 19th to observe and discuss fire concerns within the city. On-going action items include fire hydrant testing and lights at the south side fire station.

C. City Manager Report

City Manager Knox reported that much of her focus has been on monitoring the fires and preparing the City to assist the County. Highway 70 is now open. There are various platforms to obtain information, which include the web site and social media pages of the Sheriff's Office, US Forest Service, and Plumas National Forest Service. Additionally, the Forest Service has placed an A frame informational board at the Portola Post Office and at Leonard's with the latest fire information. Portola remains on standby with the County to open and provide a shelter here in Portola if needed. The lights at the fire station have been completed as of today. Plumas County Transportation Commission has approved funding the Riverwalk Trail resurfacing project up to 80% of the project cost and will be placed on a future agenda. Weed and rubbish abatement continues with outreach happening to specific properties. The search is ongoing to find someone to do the actual abatement if it goes that far. AVA about vehicles have been abated. Vandalism continues to occur. The light timer at basketball courts has been broken, the bear and tree wood carvings at the city park entrance were taken down and left in the river basin area, and the tennis court has been broken again. Our IT person continues to work on more surveillance options for us. Portola continues to have bear and garbage issues. She has been in touch with a representative from Fish and Wildlife and they will meet soon.

5. CONSENT CALENDAR

Councilmember Cooley moved and Mayor Pro Tem Powers seconded a motion to approve the consent calendar as submitted:

- A. Minutes** – Adopt the minutes of the City Council Regular session meeting held on June 10, June 24, July 8, July 22, and August 12, 2020.
- B. Claims** – Adopt Resolution No. 2443 authorizing payment of claims for the period of July 18, 2020 through August 20, 2020.

Accounts Payable:	\$ 93,932.05
Payroll:	<u>\$ 100,233.64</u>
Total:	\$ 194,165.69

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

Roll call vote, no: none.

6. ORDER OF BUSINESS

A. State Revolving Fund Application.

Jack Webster with Cal State University Chico, who has been working as part of the technical assistance group, updated Council as to the status of this project. A clean water project report for the state to consider funding. A draft was submitted late last summer. The state had some concerns and requested some changes, however their contract with the state ended in July of 2019, so they have been working to get a new contract with the state which went through in July of this year. Now they are making the changes requested by the state and will submit it back to the state at the end of November. There has been a lot of back and forth with the state to fund this project. The state has had issues with the scope of this project, but work continues as there is a need for improvements to the sewer system. Discussion ensued. Council thanked Mr. Webster for his report and look forward to future updates.

B. Fire Department Ad Hoc Committee Report.

Councilmember Cooley gave a report and update to Council. Beckwourth Fire District is interested in providing fire service to Portola. He then reviewed the report included in the council packet in detail. Discussion ensued. Councilmember Morton moved and Mayor Pro Tem Powers seconded a motion to move forward with a contract between the City of Portola and the Beckwourth Fire District for fire service for the City of Portola.

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

Roll call vote, no: none.

C. Wildfire Preparedness.

This discussion emanates from prior Council meeting discussions about having more Portola specific guidance for residents concerning being ready for the event of a wildfire. The Civic Spark Climate Fellow, Carissa Bradley, provided a *Ready, Set, Go* pamphlet for the City of Portola and this would be additional information to “fill in the gaps”. Plumas County has provided a guide, *Living with Fire*, that the guidance being discussed tonight would be an addition to. Discussion ensued. Council Consensus is to have another Ad Hoc meeting and bring this back at the next Council meeting or perhaps hold a special meeting if necessary, but to create a Portola specific guidance for being prepared for a wildfire event.

7. ADJOURNMENT

There being no further business Mayor Oels adjourned the meeting at 7:58 p.m.

Tara Kindall, CMC
Deputy City Clerk