

**REGULAR MEETING MINUTES
PORTOLA CITY COUNCIL
35 THIRD AVENUE | PORTOLA, CA 96122
OCTOBER 28, 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, and Deputy City Clerk Tara Kindall were also present.

3. PUBLIC COMMENT

There were no comments submitted in writing prior to the meeting and no one on the Zoom meeting platform wished to engage in making any comments via the live streaming or chat platform.

4. CITY COMMUNICATIONS

A. City Council Communications/Committee Reports

Councilmember Cooley reported that he attended a Fire Study Group meeting, two Special meetings for Conditional Use Permit 19-01, a Beckwourth Fire District Board meeting, and an Infrastructure Committee meeting.

Mayor Pro Tem Powers stated that he attended a Transportation Commission meeting, a Groundwater District meeting in Beckwourth, the two meetings on Conditional Use Permit 19-01, and an Infrastructure Committee meeting.

Councilmember Morton reported that she attended the Fire Study Group meeting, a Beckwourth Fire District meeting, and the two meetings for Conditional Use Permit 19-01.

Councilmember Peiler reported that attended an organizational meeting for the Community Development Committee. He also spoke to Richard Blair about the ongoing issues at the Skate Park and asked him to talk kids about vandalism and the repercussions of vandalism.

Mayor Oels reported that he attended a Transportation Committee meeting. There is a 20-yard dumpster off the hospital road for yard waste available Friday from 4-6 and Saturday and Sunday from 10-2, anyone who would like to help, they are

looking for volunteers. Councilmember Cooley stated he would be happy to assist with that.

B. Staff Communications/Fire Chief Report/Sheriff's Report

Chief Bob Frank reported that they were dispatched to a wildland fire by the sewer ponds at 17:31, arrived by 17:35 and had the fire controlled by 19:00. There were four vehicles on scene and the cause is under investigation.

C. City Manager Report

City Manager Knox reported that she attended a SCORE Board of Director's training and long range planning meeting, a Sacramento Valley Division of City Manager's meeting, County's Local Hazard Mitigation Plan Committee meeting, working with Tom Valentino and IMD viewing their financials and assisting in putting their Prop 218 notice together, there has been more vandalism of the bathrooms at the park so they are now locked and a police report has been filed, the fire last night she has been reviewing the maps to ascertain if it was on City property, Air Quality Management has one woodshed left in their Woodshed Giveaway, she's been working on a couple of grant items: one grant through Cal OES but is due this Friday for the acquisition and installation of generator's at City facilities up to \$300,000, Self-Contained Breathing Apparatus Grant with Beckwourth Fire to FEMA in which we are providing information, she has spoken Donna Mills at the Lost Sierra Chamber regarding a COVID safe holiday event possibly an Old Town Open Air Market which will be coming back to Council on the next agenda.

5. CONSENT CALENDAR

Councilmember Morton 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 meeting held on September 9, 2020.

B. Claims – Adopt Resolution No. 2449 authorizing payment of claims for the period of October 9, 2020 through October 23, 2020.

Accounts Payable:	\$ 38,798.65
Payroll:	<u>\$ 31,919.07</u>
Total:	\$ 70,717.72

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

Roll call vote, no: none.

6. ORDER OF BUSINESS

A. Local Emergency Services Study Group Update and Report.

City Manager Knox stated that this group was formed with various local emergency groups to explore the interest in forming a new district. Each representative was to inquire with their local board if there was interest in this and if they would like to move forward. Councilmember Morton explained that there are six fire districts involved in this as well as LAFCo. It was decided that one district would be better for Eastern Plumas County instead of six. The step after this would be to hire a consultant. The cost could be \$30,000.00 to \$50,000.00 and it has not been determined how this would be divided among the participants. The Council would need to vote tonight if they would like to participate in this project. Councilmember Cooley stated that this group is being very deliberate with all the steps this will take. This is something that is happening in many different areas around the entire country and is in tune with the times. This would provide strong leadership that is specifically trained in fire management. It would allow for volunteers to be trained together and work together. This would provide the opportunity for areas that are not participating in a district currently, which are referred to as “islands”, to be included in the new district if they wish. No final decisions have been made, there is a lot of work ahead. It would help individual districts with some of their financial concerns and provide optimal service at the lowest cost. Councilmember Morton clarified that what Council is being asked tonight is take formal action to accept the recommendation to move forward with the option of creating a new district and to participate in collecting and detailing the necessary information that will be needed to initiate the in-house work for a feasibility study.

Mayor Pro Tem Powers moved and Councilmember Peiler seconded a motion to continue with the direction of the study group to move forward with creating a new district and to participate in collecting and detailing the necessary information that will be needed to initiate the in-house work for a feasibility study.

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

Roll call vote, no: None.

B. City Manager Increase Discrepancy.

At the October 14, 2020 Regular meeting, City Council formalized a pay increase for the City Manager in the amount of \$7,500.00, however it has since been realized that this amount was not accurate. The actual pay increase should be \$5,000.00. Councilmember Cooley moved and Mayor Pro Tem Powers seconded a motion to rescind the prior action to increase the City Manager’s pay by \$7,500.00 and to increase the City Manager pay by \$5,000.00 retroactive to October 14, 2020.

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

Roll call vote, no: None.

7. Adjournment

There being no further business Mayor Oels adjourned the meeting at 6:38 p.m.

Tara Kindall, CMC
Deputy City Clerk