

**REGULAR MEETING MINUTES  
PORTOLA CITY COUNCIL  
35 THIRD AVENUE | PORTOLA, CA 96122  
APRIL 28, 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. Member 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, Stan Peiler, 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.

**3. PUBLIC COMMENT**

Mayor Powers called for any public comment. Deputy City Clerk Kindall read six emails concerning safe, habitable, and affordable housing sent by: Jean Yaste, Ilene Toney, Paul Hickman, Patricia Weems, Marie Hoffman, and Sandrine Demathieu. There was no other public comment. Mayor Powers closed public comment.

**4. CITY COMMUNICATIONS**

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

Councilmember Peiler reported that he did not attend any meetings, however, he has been contacted by a couple residents concerning dog, car, and property issues.

Councilmember Oels had nothing to report.

Councilmember Cooley reported that he attended a virtual Wildfire Resiliency Summit, Beckwourth Fire Board meeting, Gold Mountain CSD Board meeting, EPRFPD Board meeting, and a Fire Ad Hoc Committee meeting to discuss concerns raised by a citizen at a prior Council meeting regarding slower response times. He emphasized that Councilmembers do take the comments made by citizens during public comment very seriously and they do follow up on concerns that are brought forward.

Mayor Pro Tem Morton reported that she also attended the virtual Wildfire Resiliency Summit, Finance & Administration Committee meeting, a Fire Ad Hoc Committee meeting, and the Beckwourth Fire Board meeting.

Mayor Powers reported that he attended a Transportation Commission meeting, an IMD meeting, and a Firewise meeting.

## **B. Staff Communications**

Melissa Klundby with Air Quality reminded everyone that the free month of May green waste disposal begins this weekend and don't forget to separate your load. She also reported that it is National Air Quality week this week.

Fire Chief Russel reported that there were 30 calls in March. Beckwourth had 9 calls which included: 3 medical calls; 2 burn piles; 2 mutual aids; 1 MDA; and 1 lift assist. Portola had 21 calls which included: 19 medical, 1 fire alarm, and 1 downed powerline. Various types of training continues on a weekly basis. They are in the planning stages of hosting community pancake breakfast. The Auxiliary Team are working on a T-shirt that will be available to members of the public. He also addressed the response time concerns brought forth by a citizen at a previous meeting. He encourages anyone with concerns to please bring them to him at any time so that he can address them.

Finance Officer Scarlett reported that she attended a Transportation Commission meeting.

## **C. City Manager Report**

City Manager Knox addressed the Fire Station finance concerns that was brought forth by a citizen at a previous meeting and explaining the repairs that were made and why. She highlighted that some of the routine maintenance that had been deferred for other projects and the need to bring the Station up to OSHA safety standards. She also reached out to Eastern Plumas Health Care to make certain there were no problems with the response times and to address any concerns that they may have, however, they had no concerns or issues. She also attended a Plumas County Integrated Solid Waste Task Force meeting, the Wildfire Resiliency Summit, and along with Finance Officer Scarlett has been very carefully following the American Recovery Act. Little League is very appreciative of the use of the park and the work done by Public Works to get it ready for their use. Hiring of pool lifeguards has begun. There's been issues with baby wipes and "flushable" wipes in our sewer system. They are causing blockages and should never be flushed. Staff is working on correcting the issues. The green waste free month of May is coming up this weekend.

## 5. CONSENT CALENDAR

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

- A. **Minutes** – Adopt the minutes of the City Council Regular meetings held on January 27, 2021 (corrected); February 10, 2021 (corrected); February 24, 2021 (corrected); and March 24, 2021.
- B. **Claims** – Adopt Resolution No. 2462 authorizing payment of claims for the period of April 3, 2021 through April 22, 2021.

Accounts Payable:	\$ 91,963.49
Payroll:	<u>\$ 30,459.56</u>
Total:	\$122,423.05

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

## 6. ORDER OF BUSINESS

### A. SBTS Project Update.

Greg Williams with the Sierra Buttes Trail Stewardship provided an update of their current projects.

### B. CDBG CV Update.

City Manager Knox provided an update on the Community Develop Block Grant Corona Virus notice of opportunity. Since the April 14<sup>th</sup> meeting discussion she has been approached by Plumas County to see if we want to join with them to pursue the grant as they have found a person to run the program. Council consensus is to move forward to gain more information and bring back the information to Council as it becomes available.

Mayor Powers closed the regular session at 7:05 p.m. to go into the closed session.

## 7. CLOSED SESSION – Conference with Legal Counsel – Anticipated Litigation.

Close session pursuant to Government Code section §54956.9(d)(2), one case.

At 7:32 p.m. the closed session ended, and everyone returned to the Regular meeting.

## 8. ADJOURNMENT

There being no further business Mayor Powers adjourned the meeting at 7:32 p.m.

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Tara Kindall, CMC  
Deputy City Clerk