

**PORTOLA CITY COUNCIL
MEETING MINUTES
December 12, 2018
6:00 p.m.**

1. CALL TO ORDER

Mayor Morton called the meeting to order at 6:00 pm.

2. PLEDGE OF ALLEGIANCE

Mayor Morton led the Council in the reciting of the pledge of allegiance.

3. ROLL CALL

Councilmember Oels, Powers and Reynolds, Mayor Pro Tem Cooley and Mayor Morton were present.

Interim City Manager Leslie Chrysler, Finance Officer Susan Scarlett and City Clerk Melissa Klundby were also in attendance.

4. PUBLIC COMMENT

None

5. CONSENT CALENDAR

A. Minutes – Adopt the minutes of the City Council regular meeting held on November 28, 2018.

B. Claims – Adopt Resolution No. 2379 authorizing payment of claims for the period of November 24, 2018 through December 7, 2018.

Resolution No. 2379

***A Resolution of the City Council of the City of Portola
Authorizing Payment of Claims for the Period
November 24, 2018 through December 7, 2018***

Finding no Council or public comment, Councilmember Powers made a motion to adopt the minutes of the City Council regular meeting held on November 28, 2018 to approve Resolution No. 2379 authorizing payment of claims for the period of November 24, 2018 through December 7, 2018. Councilmember Oels seconded the motion and it was unanimously approved during a roll call vote.

6. CITY COMMUNICATIONS

A. City Council/Committee Reports

Councilmember Oels reported that he had attended the Board meeting of the Eastern Plumas Fire Protection District and was working with the District and the Senior Apartments on the an evacuation plan.

Councilmember Powers reported he had attended a Tri-County meeting regarding federal funding for people in need. He also reported on his attendance at the Plumas LAFCo meeting where the Sierra Valley and the Eastern Plumas Health Care Districts were consolidated.

Mayor Pro Tem Cooley reported on his attendance at the Plumas LAFCo meeting and annual tree lighting parade and event. Mayor Pro Tem Cooley thanked all of those who worked so hard to make the event appear effortless and successful. Mayor Pro Tem Cooley also reported that at the last City Council meeting someone had asked him for information regarding the stocking of fish at Lake Davis. Mr. Cooley reported he was unable to remember who had asked for this information but reported he now had the information and requested that the person who had requested this information speak with himself or the Interim City Manager.

Mayor Morton reported that she had been working with the Angel Tree program and that gift distribution would be occurring soon. Mayor Morton also reported on her attendance at the tree lighting event. Mayor Morton then gave a statement regarding the Portola Volunteer Fire Department. This statement included the history of the department and explained why the City was currently contracting for services with the Eastern Plumas Fire District. Mayor Morton reported that a lack of qualified volunteers is the main obstacle to having a City fire department.

Mayor Pro Tem Cooley then reported that he would like to dissuade rumors that the department was closed in response to the failed fire tax measure. Mayor Pro Tem Cooley reported that this was completely inaccurate and that the Council action was in response to a request from NorCal, CHP and the Sheriff's Department to have the department temporarily suspend services. Mayor Pro Tem Cooley also noted it was important to not place blame on any individual for the closing of the Department that the process was a learning experience for all those involved.

B. City Manager Communications/Report

Interim City Manager, Leslie Chrysler, reported that she has been attending meeting of the County Emergency Services Department and that an active shooter drill was planned for the Portola High School on April 24, 2019. Leslie noted that City staff would be participating. Leslie also noted that she had participated in the annual light parade, that interviews were continuing for the Accounting position and that the new Code Compliance Officer would begin work on January 7, 2019. Leslie also reported that the phone system transition to Verizon Internet based phones was not complete yet, and that staff was waiting for an ATT technician to disconnect the City from their services.

C. Staff Communications

None

7. ELECTION RESULTS

- A. **General Municipal Election, Canvas of Votes and Certification of Result** – Consider adoption of Resolution No. 2380 declaring the result of the November 6, 2018 Municipal Election. Discussion, possible action.

Resolution No. 2380

A Resolution of the City Council of the City of Portola

Reciting the Fact of the General Municipal Election held on November 6, 2018

Declaring the Results and such Matter as Declared by Law

City Clerk Melissa Klundby, presented the Council with Resolution 2380 and the election results.

Finding no comment or discussion, Councilmember Oels made a motion to adopt Resolution 2380. Councilmember Powers seconded the motion and it was approved unanimously during a roll call vote.

- B. **Presentation** – Honoring the outgoing member of the City Council.

Leslie Chrysler thanked outgoing Councilmember Debra Reynolds and Mayor Morton presented her with a Certificate of Appreciation.

- C. **City Council Reorganization** – The oath of office will be administered to incoming members of the City Council

The City Clerk administered the Oath of Office to new Councilmember Stan Peiler. Councilmember Peiler took his seat at the dais and the Council took a ten minute break.

8. COUNCIL REORGANIZATION

- A. **Selection of Mayor and Mayor Pro Tem** - Consider nominations and make appointments for the Mayor and Mayor Pro Tem positions. Discussion, possible action.

Interim City Manager, Leslie Chrysler, reported that on March 13, 1999 the City Council voted to appoint the Mayor and the Mayor Pro Tem to serve one-year terms beginning in December of every year. The Council action also approved the process for the Mayor Pro Tem to be appointed as the Mayor, unless a 3/5 vote of the Council was to direct otherwise. Finding no discussion, Councilmember Powers made a motion to appoint Mayor Pro Tem Tom Cooley as the Mayor and Councilmember Oels as the Mayor Pro Tem. Mayor Morton seconded the motion and it carried unanimously following a roll call vote. The Council then re-organized.

9. PUBLIC HEARING

- A. **Intermountain Disposal Rate Increase** – Review the annual rate increase for Intermountain Disposal pursuant to proposition 218 and contractual agreement with the City of Portola. Discussion, possible action.

Resolution No. 2381
A Resolution of the City Council of the City of Portola
Adopting Waste Collection and Residential Recycling Fees

Mayor Cooley took the Staff report. Leslie presented a detailed report prepared by Tom Valentino, the City's solid waste contractor. The report outlined the rate increase and the proposition 218 procedures for the increase. Leslie noted that no protests had been received.

Mayor Tom Cooley opened the public hearing and asked for public comment. Finding no comment, Mayor Cooley closed the public hearing and asked for Council discussion, finding none Councilmember Powers made a motion to adopt Resolution No. 2381 as presented, approving the rate increase. Mayor Pro Tem Cooley seconded the motion and it was unanimously approved during a roll call vote.

10. ORDER OF BUSINESS

- A. **Mayor's Committee Appointments**- Review and discussions of Council Committees, Boards and Commissions. Discussion, possible action.

Leslie Chrysler presented the Council with the staff report and list of current committees and committee members. Leslie noted that that the Council could review and discuss the list and this agenda item could be re-agendized for January 9, 2019; giving Council members time to think about what they would like to participate in.

The Council discussed the Fire Wise Ad Hoc Committee and the Fire Department Advisory Committee and determined that these two ad hoc committees were still needed. Mayor Cooley asked that the Councilmember review the committees and communicate with the City Manager regarding their preference prior to the City Council meeting of January 9, 2019.

11. ADJOURNMENT

The meeting was adjourned at 6:53 pm

Respectfully Submitted,

Melissa Klundby, City Clerk