

**PORTOLA CITY COUNCIL
MEETING MINUTES
February 13, 2019
6:00 p.m.**

1. CALL TO ORDER

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

2. PLEDGE OF ALLEGIANCE

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

3. ROLL CALL

Councilmembers Morton, Powers and Peiler, Mayor Pro Tem Oels and Mayor Cooley were present.

Interim City Manager Leslie Chrysler and City Clerk Melissa Klundby were also in attendance.

4. PUBLIC COMMENT

Residents of 380 West Plumas, commented that they are disabled and have disabled adult children who were unable to access their driveway during the recent snow event due to berms they said were created from City snow plowing.

Josh Hart, Plumas Residents for Safer Telecommunications, read a statement to the Council requesting that the Council implement Ordinances regarding telecommunication; with the goals of minimizing the effects of telecommunication towers on individuals with electromagnetic sensitivity.

Todd Plimpton, CEO for the Eastern Plumas District Hospital, introduced himself to the Council and commented on his enthusiasm for the job, the area, and creating a partnership between the Hospital District and the City.

5. CITY COMMUNICATIONS

A. City Council/Committee Reports

Councilmember Morton reported that she had attended the Plumas LAFCo meeting and a meeting of the Fire Department Ad Hoc Committee.

Councilmember Peiler reported that he had attended the Eastern Plumas Fire District meeting and met the new Beckwourth Fire District Fire Chief.

Mayor Pro Tem Oels reported that he had hoped to begin fuels reduction on the City of Portola North tank, however weather had prohibited progress on the project.

Councilmember Powers reported he had attended a Student Mental Health Work Group meeting.

Mayor Cooley reported on his attendance at the Fire Department Ad Hoc meeting and the Plumas LAFCo meeting. He also reported that Plumas LAFCo is currently seeking a public member for the Board and requested that anyone interest submit a letter of interest by March 22, 2019.

B. Staff Communications

None

C. City Manager Report

Leslie Chrysler, Interim City Manager, reported on the following:

- The City Manager job had been flown with a salary range of \$80k to \$105k
- Updates for the Safety and Housing Elements would be scheduled for the next meeting
- Kevin Sankey, Code Compliance Officer, has completed Traffic Accident School
- Snow removal has been going well, however outside contractors needed to be brought in due to the volume of snow
- Leslie will be returning to her regular Tuesday/Wednesday work schedule

6. CONSENT CALENDAR

These items are expected to be routine and non-controversial. The City Council will act upon them at one time without discussion. Any Councilmembers, staff member or interested party may request that an item be removed from the consent agenda for discussion. Additional budget appropriations will require a four/fifths roll call vote.

A. Minutes – Adopt the minutes of the City Council regular meeting held on January 9, 2019, the minutes of the Special City Council meeting held on January 22, 2019 and the minutes of the Special City Council meeting held on February 6, 2019.

B. Claims – Adopt Resolution No. 2384 authorizing payment of claims for the period of January 4, 2019 through February 8, 2019.

***Resolution No. 2384
A Resolution of the City Council of the City of Portola
Authorizing Payment of Claims for the Period
January 4, 2019 through February 8, 2019***

Finding no Council or public comment Councilmember Powers made a motion to adopt the minutes of the City Council regular meeting held on January 9, 2019, the minutes of the Special City Council meeting held on January 22, 2019 and the minutes of the Special City Council meeting held on February 6, 2019 and to adopt Resolution No. 2384 authorizing payment of claims for the period of January 4, 2019 through February 8, 2019. Councilmember Morton seconded the motion and it carried unanimously following a roll call vote.

7. PRESENTATIONS

None

8. ORDER OF BUSINESS

- A. **Railroad Days and Concerts in the Park** – Review and discuss the status of the 2019 Railroad Days and Concerts in the Park. Consider revisions to the event schedules. Discussion, possible action.

Leslie Chrysler, presented the staff report and asked for Council Comment. Councilmember Powers made extensive comment on the tremendous amount of work coordinating Railroad days entailed and concluded that if the City focused on several smaller events, that each event may draw greater volunteer participation.

Patricia Ryan, reviewed her work with the Railroad Days event and noted that the Chamber Board would be meeting later in the week to discuss Concerts in the Park.

Donna Mills, reported that the Chamber is very low staffed, does not have a lot of volunteers and that numerous events can be very time consuming and difficult to manage.

Councilmember Morton requested that this discussion be continued so that the Railroad Museum representatives could weigh in with their thoughts on Railroad days.

Councilmember Peiler noted that he thinks food vendors at the Concerts in the Park events is very important and that with fewer concerts food vendors may be able to participate.

Leslie reported that the Council has \$6000 budgeted for the Concerts in the Park and noted that the Chamber has indicated they are still willing to find and schedule bands for the event.

The Council also discussed adjusting the time of the concerts from 7 pm -10 pm to 6 pm - 9 pm.

The Council concurred that they would support a reduction in the number of concerts and an adjustment to the time and asked the Chamber to discuss and make determination on these changes. The Council also requested that the Railroad Days discussion be placed on the next agenda and requested staff contact the Railroad Museum for an opinion on the event status.

- B. **Fire Department** – Review issues relating to the Portola Fire Department including fire inspections, weed abatement, backyard/outdoor burning and classic fire trucks. Discussion, possible action and/or direction to staff.

Leslie Chrysler reported that on February 5, 2019 the Fire Department Ad Hoc Committee met and reviewed the status of the current contract between the City and EPRFD, committee members and staff agreed that the contract terms were being met by both parties. Four issues that were discussed needed further input from the City Council. The four items of discussion were:

1. Fire & Safety Inspections
2. Weed Abatement
3. Backyard/Outdoor Burn Ban
4. Classic Fire Trucks

The Council then discussed each item in detail.

1. Fire & Safety Inspections

The Council discussed voluntary and mandatory fire inspections and directed staff to research a fee schedule and program for both mandatory and voluntary fire inspections for public buildings, facilities and businesses.

2. Weed Abatement

The Council was presented with a sample of an ordinance from Susanville which outlined a process for noticing and a timeline for compliance which includes a lien process for cleanup due to non-compliance. The Council directed staff to move forward with an ordinance that would mirror Susanville's regulations.

3. Backyard/Outdoor Burn Ban

Staff reported that City residents now have the ability to have curbside green waste collection from April through October and reported that staff would like to discuss implementation of a ban on backyard/outdoor burning in the City. Julie Ruiz, from the Air Quality Control Board, reported that the Board would be discussing air quality in Portola and did have the ability to place a burn ban in the area. Julie noted that 300 woodstoves had been replaced in the area and that the air quality standards had still not been met. Bob Frank, Eastern Plumas Fire Chief, reported that he supported a burn ban. It was the consensus of the City Council to direct staff research and bring forward an ordinance that would ban outdoor burning in the City limits.

4. Classic Fire Trucks

Leslie reported that the City owns two classic fire trucks and that the trucks are a part of Portola's history; at this time they sit in the fire hall and take up space that could be used for current equipment. Leslie requested that the City Council consider a long term solution for storage/use of the trucks. Bob Frank reported that Pat Fruchtenicht had volunteered to get the trucks in working order so that they may be moved, he also recommended putting them on display somewhere so that they could be enjoyed by the public. The Council acknowledged the need to find a long term solution for storage/display of the trucks.

C. **Cannabis Regulations** – Review and discuss creation of an ad hoc committee to work with staff on cannabis regulations within City. Discussion, possible action.

Leslie reported that at the meeting of January 9, 2018 the City Council directed staff to research and investigate the cost and process associated with moving forward with the consideration of a tax for marijuana product sales and an Ordinance which would allow for dispensaries in the City limits, conditioned on the passage of a marijuana products tax.

Leslie reported that staff is moving forward with research on the issue and due to the extensive nature of this issue requested the City Council consider appointing an Ad Hoc Committee to work with staff on the project. Leslie requested that Mayor Cooley and Councilmember Powers be appointed to the Committee,

since they have already been researching this issue. Finding no objections, Mayor Cooley appointed himself and Councilmember Powers to a Cannabis Regulation Ad Hoc Committee.

- D. **Review of Emergency Action on North Lift Station Upgrades**–Review finding that an emergency exists and dispensing with competitive bidding for upgrades needed at the Northside Sewer Lift Station. Discussion, possible action.

Leslie Chrysler reported that since this item was an emergency item that dispensed with competitive bidding for upgrades needed at the Northside Sewer Lift Station, it must be reviewed at each meeting until the emergency no longer existed and the Northside Sewer Lift Station was repaired.

Finding no discussion or public comment, Councilmember Oels made a motion finding that a continuing emergency exists and dispensing with competitive bidding for upgrades needed at the Northside Sewer Lift Station. Councilmember Morton seconded the motion and it was unanimously approved following a roll call vote.

9. CLOSED SESSION

None

10. ADJOURNMENT

The meeting was adjourned at 7:27 pm.

Respectfully Submitted,

Melissa Klundby, City Clerk