

**PORTOLA CITY COUNCIL
MEETING MINUTES
June 14th, 2017
6:00 p.m.**

1. CALL TO ORDER

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

2. PLEDGE OF ALLEGIANCE

Mayor Larrieu led the Council in a moment of silence and the reciting of the pledge of allegiance.

3. ROLL CALL

Councilmembers Oels, Cooley, Powers, Mayor Pro Tem Morton and Mayor Larrieu were present. City Manager Robert Meacher, Finance Officer Susan Scarlett, City Attorney Steve Gross and City Clerk Melissa Klundby were also in attendance.

4. PUBLIC COMMENT

None

5. CITY COMMUNICATIONS

A. City Council/Committee Reports

Councilmember Oels reported he had attended a tree mortality meeting, a Fire Safe Council meeting and a meeting of the FireWise Ad Hoc Committee.

Mayor Pro Tem Morton noted that she had assisted at the Lost and Found Bike Race aid station, attended the Plumas LAFCo meeting and a meeting between the Portola Volunteer Fire Department and the Eastern Plumas Chamber of Commerce. At the meeting between the Portola Volunteer Fire Department and the Eastern Plumas Chamber of Commerce Mayor Pro Tem Morton stated that the Chamber decided to graciously give the Portola Volunteer Fire Department rights to be the main vendor of food and drinks at the Concerts in the parks series and to assist the agency in maximizing its sales at these events.

Councilmember Powers reported he had also had assisted at the Lost and Found Bike Race aid station and commented on the success of the event. Councilmember Powers also reported he had attended the FireWise Ad Hoc Committee meeting and a meeting of Plumas LAFCo. Mr. Powers also reported on the HRRT—(Hospitality, Recreation, Retail, and Tourism) Meeting.

Councilmember Cooley announced that he thought that everyone in attendance at the Lost and Found Bike Race had a wonderful time and that the aid station and event were a great success. Mr. Cooley noted that he had received lots of positive feedback about the event and that he enjoyed volunteering at the aide station.

Mayor Larrieu reported that he had attended the Plumas LAFCo meeting.

B. City Manager Report

City Manager Meacher showed the Council a brief television segment from News 10, Sacramento, titled: “How to Drive a Train”, which ran during the evening news and highlighted Portola, Plumas County and the Railroad Museum.

Mr. Meacher also noted that the Lost and Found Aide Station and camping in the park was very successful, reported on his attendance at the Every 15 Minutes program at Portola high School, the productive meeting between the Portola Volunteer Fire Department and the Eastern Plumas Chamber of Commerce on food and drink vending for the Concerts in the Park series and the HRRT—(Hospitality, Recreation, Retail, and Tourism) Meeting.

Mr. Meacher then asked the Councilmembers to coordinate with staff if they would like to ride in the Fourth of July Parade.

C. Staff Communications

Susan Scarlett, City Finance Office reported that item 8 A. had not been noticed in a timely manner in the newspaper and would be re-agendized for the June 28th meeting.

Charles Brashear, Community Service Officer reported that in all of 2016 there were only 124 abatement cases but that to date in 2017 there were already 139 abatement cases, of which 97 were currently working toward achieving compliance.

6. CONSENT CALENDAR

A. **Minutes** – Adopt the minutes of the City Council regular meeting held on May 24, 2017.

B. **Claims** – Adopt Resolution No. 2318 authorizing payment of claims for the period of May 20, 2017 through June 9 2017.

Finding no comment Councilmember Powers made a motion to adopt the minutes of the City Council meeting held on May 24, 2017 and Resolution No. 2318 authorizing payment of claims for the period of May 20, 2017 through June 9 2017. Mayor Pro Tem Morton seconded the motion and it was unanimously approved.

7. PRESENTATIONS

A. **Plumas Sierra Telecommunications-** Presentation on Broadband Internet Availability.

Joe Okoneski, Sales Manager for Plumas Sierra Telecommunications, gave the Council a detailed presentation on the broadband internet services that were being developed and were available within the City of Portola City limits. Mr. Okoneski noted that Plumas Sierra Telecommunications has purchased the cable infrastructure and detailed the internet speed and connectivity now available in the City limits.

8. ORDER OF BUSINESS

A. **Public Hearing, Proposed 2017/2018 Operating Budget-** Receive public comment regarding the proposed 2017/2018 Operating Budget. Receive public comment, discussion and possible action.

Susan Scarlet noted the public hearing would be rescheduled for the meeting of June 28th. There were no public or council comments.

B. **Proposed 2017/2018 Operating Budget**- Discuss possible changes to the proposed 2017-2018 City budget. Discussion, possible action and/or direction to staff.

Susan Scarlet reported this item was agendaized to give the Council an opportunity to make amendments to the Budget before the meeting of June 28th. There were no Council of Public comment.

C. **Fire Tax Assessment Results** – Discussion and review of Ballot results. Direction to Staff/Discussion and Possible Action

Staff expressed their disappointment that the Fire Tax Assessment had not been approved by the voters and noted that this item was on the agenda to give the Council an opportunity to begin discussing what they would like to do as a result of the failed tax measure.

Cal Patterson, thanked everyone for their involvement in the assessment process and stated that the Council needs to take corrective action, that the citizens of Portola had spoken and that they did not support funding of the department and that the Council should decrease Fire Department funding. Cal noted that the Council needs to strictly review the fire department budget and make corrective cuts to expenditures.

Mayor Larrieu stated that one option is to dissolve the Department and form a Special District. He also noted that people need to be made aware that when the Department holds fund raisers that money is being raised for the Fire Department Auxiliary/Association and that those monies do not go toward the fire department or equipment costs.

Mayor Pro Tem Morton reported that she heard the tax did not pass because past members of the department promised there would never be an increase, community members did not like the COLA built into the assessment and that people had negative feelings toward members of the Fire Department.

Councilmember Cooley noted that changes in leadership of the department may have contributed to failure of the measure and that the department needs to be more closely managed by the City Manager and that standards, policies and procedures need to be established.

Councilmember Powers noted his disappointment in the failure of the tax and stressed the importance of examining the burden the funding of the department places on the general fund.

Susan Scarlett recommended that the Finance and Administration committee meet to begin dissecting the budget of the department and that discussion be made between the Fire Department and the Association to begin requesting financial donations from the association to the department. The Finance and Administration committee determined to meet to begin giving recommendation to the Council regarding future funding of the Portola Volunteer Fire Department.

D. **Plumas County Sheriff's Contract**- Discussion and Review of the Contract between the City of Portola and Plumas County Sheriff Department. Discussion and/or possible action.

Steve Gross, City Attorney, gave the Council a brief history of the issues with the Contract and reviewed the changes for the 2017/2018 contract; which included costs to the City for vehicle maintenance of the Community Service Officer vehicle, and that in the new contract the Sheriff will no longer provide a replacement officer when the CSO is out of the office for more than 14 consecutive days. Mr. Gross noted that the Plumas County Board of Supervisors had approved the 2016/2017 contract and the 2017/2018 contract as presented.

Mayor Larrieu asked for public comment and Bob Morton commented that he hoped the Sheriff's department actually negotiated with the City and did not just mandate the terms of the agreement. Bob also commented that it is his understanding that the department is required to provide the City with the same level of services as the rest of the County.

Mayor Larrieu commented that City staff and the department need to meet more regularly to maintain that the terms of the contract are met.

Councilmember Cooley made a motion to approve the 2017/2018 Contract between the City of Portola and Plumas County Sheriff Department. Councilmember Powers seconded the motion and it was unanimously approved during a roll call vote.

- E. **Type 5 Fire Engine Bid Review and Award** – Review and award of a Bid for a Type 5 Fire Engine received for 14-CDBG-9885 Grant. Adopt Resolution No. 2319, A Resolution of the City Council of the City of Portola Awarding the Bid for the Purchase of a Type 5 Fire Engine. Discussion and/or possible action.

City Clerk Melissa Klundby presented that Council with the staff report and Resolution No. 2319 A Resolution of the City Council of the City of Portola Awarding the Bid for the Purchase of a Type 5 Fire Engine. The Council reviewed the information and asked for public comment.

Cal Patterson commented that the Council should automatically disregard the lowest and highest bids. City Attorney Steve Gross reported that a government agency must select the lowest most responsive, responsible bidder. Staff reported that they had reviewed all bids received and that it was determined that US Fire Equipment LLC was the lowest most responsive, responsible bidder.

Councilmember Oels made a motion to adopt Resolution No. 2319, A Resolution of the City Council of the City of Portola Awarding the Bid for the Purchase of a Type 5 Fire Engine which awarded the bid to US Fire Equipment LLC. Councilmember Cooley seconded the motion and it was unanimously approved.

9. CLOSED SESSION

- A. **Existing Litigation** - Pursuant to Government Code Section 54956.9(d)(1), City of Portola vs. State of California Department of Fish & Game, Case No. CV09-00065.

There was no reportable action from the closed session and the meeting was adjourned at 8:07 pm.

Respectfully Submitted,

Melissa Klundby, City Clerk