

**PORTOLA CITY COUNCIL
MEETING MINUTES
March 27, 2019
6:00 p.m.**

Remote Telephonic Location : 2811 Avery Road; St. Johns, MI 48879

1. CALL TO ORDER

Mayor Pro Tem Oels chaired the meeting in place of Mayor Cooley, who appeared telephonically. Mayor Pro Tem Oels called the meeting to order at 6:00 pm.

2. PLEDGE OF ALLEGIANCE

Mayor Pro Tem Oels led the Council in the reciting of the pledge of allegiance.

3. ROLL CALL

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

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

4. PUBLIC COMMENT

Julie Ruiz, Northern Sierra Air Quality Management District representative, gave a presentation on several items; including CalFire burn permits online availability, the April 6th Stove Workshop and Fair, and a review of what might happen if Portola continued to be a non-attainment area. Julie also requested that the Council and public assist her in reviewing what may have happened in 2010 in the local area, which would correlate to a significant increase in particulate matter.

5. CITY COMMUNICATIONS

A. City Council/Committee Reports

Councilmember Powers reported he had attended a Fire Wise meeting, a Transportation Commission meeting and a Behavioral Health open house meeting.

Mayor Pro Tem Oels reported he had attended a Fire Wise meeting and was working on a Firewise plan for seniors.

Mayor Cooley reported that he was in receipt of a letter for LAFCo which he would discuss during the budget agenda item.

B. Staff Communications

None

C. City Manager Report

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

- A realistic fraud email and the need to verify any emails requesting funds or action.
- On April 24th there will be an Active Shooter Drill in coordination with Plumas County and other agencies at Portola High School

- Open and ongoing Projects:
 - State Revolving Loan Fund –Council would be given a presentation at a future meeting
 - Boating & Waterways Grant-Leslie had spoken to the state and this is currently on hold due to weather and state priorities
 - General Plan update in progress
 - Safety Element in progress
 - Housing Element in progress
 - Evacuation Plan in progress
 - Water tank installation for watering City parks-being is currently being reviewed by Public Works Director, Todd Roberts
 - The City Street Sweeper is breaking down and has been pieced together by Public works
 - Todd Roberts has a new material for manhole grouting. This new material is sprayed into the manhole and used for infiltration issues.
 - The sewer pumps have been received and staff is currently awaiting a few additional parts and for drier weather prior to installation.

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 February 13, 2019.
- B. **Claims** – Adopt Resolution No. 2387 authorizing payment of claims for the period of February 23, 2019 through March 22, 2019.

Resolution No. 2387
A Resolution of the City Council of the City of Portola
Authorizing Payment of Claims for the Period
February 23, 2019 through March 22, 2019

Finding no Council or public comment, Councilmember Powers made a motion to adopt the minutes of the City Council regular meeting held on February 13, 2019, and to adopt Resolution No. 2387 authorizing payment of claims for the period of February 23, 2019 through March 22, 2019. Councilmember Morton seconded the motion and it carried unanimously following a roll call vote.

7. ORDER OF BUSINESS

- A. **Ordinance 353**- Introduction and waiver of the second reading of Ordinance 353, An Ordinance of the City of Portola, County of Plumas Adding Chapter 8.16 to the City of Portola Municipal Code, providing for the Abatement of Weeds and Rubbish. Discussion, possible action.

Leslie Chrysler presented the staff report and a draft Ordinance. Following review and discussion of some desired changes, it was agreed that the Ordinance should be brought back to a future Council agenda so that changes could be made to section 8.28.040, and related sections with regard to adding a fourth method of noticing and to address Councilmember Morton’s request that the word “alley” be added to section 8.28.030.

Mayor Cooley supported the suggested changes and commented that the City should do whatever it could to encourage voluntary compliance. Mayor Cooley also reported that education about FireWise communities and weed removal was an important aspect of this program. Councilmember Powers concurred.

Mayor Pro Tem Oels asked for public comment and Bob Morton asked how this Ordinance addressed “eyesores”. Steve Gross reported that the Ordinance mirrored authorized law and reviewed how the Ordinance was written in a way to help so that it is not as subject to legal challenge.

Mayor Pro Tem Oels requested this item be re-agendized and the Council concurred.

- B. **Public Comment – 2019/2020 Budget Preparation** – Receive public comment relating to the preparation of the 2019/2020 City budget. Receive public comment, discussion, possible action and direction to staff.

Mayor Cooley reported on a request and letter he had received from Plumas LAFCo requesting that the Commission consider paying down its unfunded CalPERS liability. After a brief discussion, Susan Scarlett reported that this request would be re-agendized after staff had a chance to review a cost and proposed budget for this request. Staff reported that public comment relating to the preparation of the 2019/2020 City budget would also be on the April 10th agenda.

- C. **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. Consider continuing the emergency action, 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. Leslie reported that the pumps had been received and that staff was waiting for a few additional items and for drier weather to begin installation.

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

8. ADJOURNMENT

Respectfully Submitted,

Melissa Klundby, City Clerk