

RESOLUTION NO. 2504

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PORTOLA
AUTHORIZING PAYMENT OF CLAIMS FOR THE PERIOD
APRIL 23, 2022 THROUGH May 06, 2022.**

**ACCOUNTS PAYABLE
CHECK NUMBERS: 43845-43875**

**PAYROLL
CHECK NUMBERS: 17081-17082**

WHEREAS, the City Council of the City of Portola has been fully advised that all such claims and demands are legal obligations of the City; and,

WHEREAS, the City Council has fully considered the claims and money demands and payment thereof as set forth below and in "Exhibit A" attached hereto and incorporated herein.

ACCOUNTS PAYABLE:	\$ 51,706.12
PAYROLL:	<u>\$ 16,909.36</u>
TOTAL:	\$ 68,615.48

NOW THEREFORE BE IT RESOLVED THAT all claims and demands represented are just and proper and legal demands or claims against the City of Portola, and the payment of any such demands is approved and authorized.

PASSED, APPROVED AND ADOPTED this 11th day of May, 2022 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Pat Morton, Mayor

ATTEST:

Tara Kindall, Deputy City Clerk

I, Tara Kindall, Deputy City Clerk of the City of Portola, do hereby certify that the above and foregoing Resolution was duly passed and adopted by the City Council at the City of Portola Regular meeting thereof held on March 23, 2022.

Tara Kindall, Deputy City Clerk

VENDOR	I.D.	NAME	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
0005	I-202205050273	AIRGAS, INC. ACETLENE/OXYGEN	R	5/11/2022		217.20	043845	217.20
0008	I-202205050276	ALWAYS ANSWER 800 NUMBER	R	5/11/2022		49.47	043846	49.47
0015	I-202205050283	AMERIGAS SOUTH SIDE FIRE HALL PROPANE	R	5/11/2022		811.45	043847	811.45
0052	I-202205050255	CITY OF PORTOLA CITY WATER/SEWER BILLS	R	5/11/2022		2,566.36	043848	2,566.36
VOID	043849	VOID CHECK	V	5/11/2022			043849	**VOID**
0078	I-202205050278	ENCOMPASS XEROX COPIES	R	5/11/2022		158.71	043850	158.71
0090	I-202205050266	GRAINGER MATERIALS & SUPPLIES	R	5/11/2022		33.87	043851	33.87
0101	I-202205050254	HUNT & SONS, INC. FUEL CHARGES	R	5/11/2022		3,415.11	043852	3,415.11
0103	I-202205050271	IEDA LABOR RELATIONS CONSULTING	R	5/11/2022		237.00	043853	237.00
0105	I-202205050281	INTERMOUNTAIN DISPOSAL REFUSE COLLECTION	R	5/11/2022		915.29	043854	915.29
0111	I-202205050265	JEFFERSON SUPPLY COMPANY WATER/SEWER LINE REPAIR	R	5/11/2022		6,208.59	043855	6,208.59
0119	I-202205050256	KELLY-MOORE PAINT COMPANY, INC BUILDING EXPENSE	R	5/11/2022		677.69	043856	677.69
0132	I-202205050267	LEWISPORT USA PARKS SIGNS	R	5/11/2022		75.58	043857	75.58
0133	I-202205050272	LIBERTY UTILITIES CITY ELECTRIC BILLS	R	5/11/2022		8,454.39	043858	8,454.39
0141	I-202205050280	MCI MEGA PREFERRED 800 LONG DISTANCE	R	5/11/2022		81.49	043859	81.49

VENDOR	I.D.	NAME	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
0148	I-202205050259	NAPA SIERRA MATERIALS & SUPPLIES	R	5/11/2022		853.16	043860	853.16
0161	I-202205050282	OPERATING ENGINEERS EMPLOYEE INSURANCE	R	5/11/2022		11,016.00	043861	11,016.00
0175	I-202205050277	PLUMAS ACE HARDWARE MATERIALS & SUPPLIES	R	5/11/2022		1,689.08	043862	1,689.08
0185	I-202205050270	PLUMAS SIERRA TELECOMMUNICAT CITY INTERNET SERVICES	R	5/11/2022		382.00	043863	382.00
0187	I-202205050261	POLLARDWATER SEWER MATERIALS & SUPPLIES	R	5/11/2022		1,014.27	043864	1,014.27
0218	I-202205050260	SILVER STATE ANALYTICAL WATER/WASTE WATER TESTING	R	5/11/2022		1,805.00	043865	1,805.00
0231	I-202205050269	SUCCEED.NET WEB HOSTING	R	5/11/2022		67.85	043866	67.85
0233	I-202205050264	SUNRISE ENVIRONMENTAL SEWER MAINT	R	5/11/2022		938.00	043867	938.00
0253	I-202205050257	US BANCORP CITY CREDIT CARD CHARGES	R	5/11/2022		5,855.74	043868	5,855.74
0256	I-202205050262	USA BLUE BOOK SEWER MATERIALS & SUPPLIES	R	5/11/2022		174.70	043869	174.70
0260	I-202205050274	VERIZON WIRELESS CITY CELL PHONES	R	5/11/2022		342.60	043870	342.60
0260	I-202205050275	VERIZON WIRELESS CITY LAND LINES	R	5/11/2022		484.14	043871	484.14
0260	I-202205050279	VERIZON WIRELESS LDWTP DATA PLAN	R	5/11/2022		108.05	043872	108.05
0264	I-202205050258	WESTERN NEVADA SUPPLY WATER LINE REPAIR	R	5/11/2022		1,872.15	043873	1,872.15
0265	I-202205050263	WHITE CAP READY-MIX SEWER LINE REPAIR	R	5/11/2022		1,008.15	043874	1,008.15

VENDOR	I.D.	NAME	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
0271	I-202205050268	ZERO WASTE USA PARKS SUPPLIES	R	5/11/2022		193.03	043875	193.03

* * B A N K T O T A L S * *

	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	30	0.00	51,706.12	51,706.12
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
VOID CHECKS:	1	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
BANK TOTALS:	31	0.00	51,706.12	51,706.12

** REGISTER GRAND TOTALS *

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	30	0.00	51,706.12	51,706.12
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
VOID CHECKS:	1	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
REGISTER TOTALS:	31	0.00	51,706.12	51,706.12

** POSTING PERIOD RECAP **

FUND	PERIOD	AMOUNT
100	5/2022	8,833.28CR
207	5/2022	5,923.87CR
208	5/2022	2,338.58CR
501	5/2022	11,253.00CR
710	5/2022	8,100.05CR
720	5/2022	15,257.34CR
=====		
ALL		51,706.12CR

TOTAL ERRORS: 0

TOTAL WARNINGS: 0



**City of Portola
Minutes
Regular Meeting
April 27, 2022 06:00 PM
35 Third Ave Portola 96122
<https://www.cityofportola.com/>**

Mayor Pat Morton • Mayor Pro Tem Tom Cooley • Councilmember Phil Oels • Councilmember Stan Peiler • Councilmember Bill Powers

1. Call to Order

The meeting was called to order at 6:00 pm by Mayor Pat Morton.

A. Pledge of Allegiance

Lead by Mayor Pat Morton

B. Roll Call

Present: Mayor Pat Morton, Mayor Pro Tem Tom Cooley, Councilmember Phil Oels, Councilmember Stan Peiler, Councilmember Bill Powers

2. Public Comments

The following members of the public spoke during public comment period

Josh Hart - Spoke on US Forest Service issues

Ashlee Sims - Spoke on various topics

3. CITY COMMUNICATIONS

A. City Council Communications / Committee Reports

Councilmember Peilar discussed the community clean up program and his excitement for it to begin

Councilmember Oels discussed recent fire safe activities and fire hazard reduction work - Reported on a conservation meeting on electric vehicle.

Councilmember Powers attended the Airport Land Use Commission meeting, and discussed the efforts on increasing the runway at Nervino to help with air attack fire fighting- Attended Juvenile Justice meeting and discussed various programs surrounding services for juveniles on up to 25 years old - Attended Lafco Meeting

Mayor Morton attended the Lafco meeting and Beckwourth Fire meeting, where she reported on the fire department receiving new SCBA's

Mayor Pro-Tem Cooley reported on attending the Plumas Lafco budget meeting, and attended Plumas County Fire Safe Council meeting, outlining various grant opportunities - Attended Portola Fire Wise meeting and various LESSG meetings.

No Committee Reports but Interim Manager Kennedy announced a Green Waste program. Will post on the facebook page.

B. Staff Communications

Susan Scarlett reported on Incode software conversion update - Clarified on Senior Transit bus running in Portola, and confirmed short staffing county wide

C. City Manager Report

Interim City Manager reported on hiring a temp employee to pick up the duties due to the absence of City Clerk

4. **Consent Agenda**

- A. **Claims-** Adopt Resolution No. 2503 authorizing payment of claims for the period of March 17, 2022 through April 22, 2022

Accounts Payable: \$190,334.58

Payroll: \$ 48,327.49

Total: \$238,662.07

Void AP Check 43634 \$1,482.00

Void AP Check 43664 \$40.81

Councilmember Phil Oels motioned to approve. A second was made by Councilmember Stan Peiler. The roll call vote:

Aye **Mayor Pat Morton** Aye **Mayor Pro Tem Tom Cooley** Aye **Councilmember Phil Oels**
Aye **Councilmember Stan Peiler** Aye **Councilmember Bill Powers**

Ashlee Sims requested additional info on one of the items. Asked her to follow up on her request.

5. **Public Comment - 2022/2023 Budget Preparation 2 of 2**

Susan offered an update on the community engagement process for the budget process. Provided dates for the budget workshops.

Budget workshops May 18th, if a second is needed, May 25, and proposed budget will be submitted on June 3. Adoption of budget will be June 22nd.

No other public comment

6. **Planwest Partners Inc Amendment**

A.

Councilmember Phil Oels motioned to approve. A second was made by Councilmember Stan Peiler. The roll call vote:

Aye **Mayor Pat Morton** Aye **Mayor Pro Tem Tom Cooley** Aye **Councilmember Phil Oels**
Aye **Councilmember Stan Peiler** Aye **Councilmember Bill Powers**

Mayor Pro-Tem provided explanation on the need for the amendment

Ashlee Sims and Josh Hart provided public comment.

7. **Community Clean Up - State and Local Fiscal Recovery Funds (SLFRF) Consider the implementation of a one-time neighborhood / blight clean-up program using Federal American Rescue Plan Act (ARPA) funds.** Mayor Pro Tem Tom Cooley motioned to approve. A second was made by Councilmember Phil Oels. The roll call vote:

Aye **Mayor Pat Morton** Aye **Mayor Pro Tem Tom Cooley** Aye **Councilmember Phil Oels**
Aye **Councilmember Stan Peiler** Aye **Councilmember Bill Powers**

Ashlee Sims provided public comment

Interim City Manager Kennedy clarified on the estimated budget

8. **AVA Towing Contract** Councilmember Stan Peiler motioned to approve. A second was made by Councilmember Bill Powers. The roll call vote:

Aye **Mayor Pat Morton** Aye **Mayor Pro Tem Tom Cooley** Aye **Councilmember Phil Oels**
Aye **Councilmember Stan Peiler** Aye **Councilmember Bill Powers**

No Public Comment

9. **Intermountain Disposal Franchise Agreement Amendment No 2** Councilmember Phil Oels motioned to approve. A second was made by Councilmember Bill Powers. The roll call vote:

Aye **Mayor Pat Morton** Aye **Mayor Pro Tem Tom Cooley** Aye **Councilmember Phil Oels**
Aye **Councilmember Stan Peiler** Aye **Councilmember Bill Powers**

Ashlee Sims provided public comment

Richard Ross from IMD replied to answer questions from council and public. He mentioned there is no charge for delivery of new containers

10. Verizon Cell Tower Discussion

Josh Hart led the discussion and reiterated many points previously made.

Mayor Pro-Tem Cooley spoke in regard to many issues presented

Councilmember Powers read a letter from a member of the public, Dr. Cinnamon Jones Cruse

Doug McCoy from EPHC provided public comment and indicated that flights for emergency services will not be impacted

Councilmember Oels recused himself from the conversation

11. Adjournment

Meeting adjourned at 7:35 PM

RESOLUTION NO. 2505

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PORTOLA
PROCLAIMING A LOCAL EMERGENCY PERSISTS, RE-RATIFYING THE
PROCLAMATION OF A STATE OF EMERGENCY BY GOVERNOR OF
CALIFORNIA MARCH 4, 2020, AND RE-AUTHORIZING REMOTE
TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF THE CITY OF
PORTOLA FOR THE PERIOD OF MAY 11, 2022 TO JUNE 10, 2022 PURSUANT TO
BROWN ACT PROVISIONS.**

WHEREAS, the City of Portola is committed to preserving and nurturing public access and participation in meetings of the City Council; and

WHEREAS, all meetings of the City of Portola's legislative bodies are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and watch the City's legislative bodies conduct their business; and

WHEREAS, the Brown Act, Government Code section 54953(e), makes provision for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, a required condition is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558; and

WHEREAS, a proclamation is made when there is an actual incident, threat of disaster, or extreme peril to the safety of persons and property within the jurisdictions that are within the City's boundaries, caused by natural, technological or human-caused disasters; and

WHEREAS, it is further required that state or local officials have imposed or recommended measures to promote social distancing, or, the legislative body meeting in person would present imminent risks to the health and safety of attendees; and

WHEREAS, the Governor of California issued a proclamation of a state of emergency March 4, 2020 and the City Council of the City of Portola previously proclaimed by Official Proclamation on March 19, 2020, finding that the requisite conditions exist for the legislative bodies of the City of Portola to conduct remote teleconference meetings without compliance with paragraph (3) of subdivision (b) of section 54953; and

WHEREAS, as a condition of extending the use of the provisions found in section 54953(e), the City Council must reconsider the circumstances of the state of emergency that exists in the City of Portola, and the City Council has done so; and

WHEREAS, emergency conditions persist in the City of Portola specifically, a novel coronavirus, COVID-19, which symptoms include fever, cough, and shortness of breath with outcomes ranging from mild to severe illness, and in some cases death; and

WHEREAS, Plumas County, where the residents of the City of Portola reside, reports that many cases of COVID-19 and its variants continue to be contracted regularly within the county; and

WHEREAS, the City of Portola does hereby find that the Existence of a Local Emergency due to the COVID-19 Pandemic has caused, and will continue to cause, conditions of peril to the safety of persons within the City that are likely to be beyond the control of services, personnel, equipment, and facilities of the City of Portola and desires to affirm a local emergency exists and re-ratify the proclamation of state of emergency by the Governor of the State of California; and

WHEREAS, as a consequence of the local emergency persisting, the City Council does hereby find that the legislative bodies of the City of Portola shall continue to conduct their meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953, as authorized by subdivision (e) of section 54953, and that such legislative bodies shall continue to

comply with the requirements to provide the public with access to the meetings as prescribed in paragraph (2) of subdivision (e) of section 54953; and

WHEREAS, the City Council of the City of Portola has been conducting meeting via live streaming at: <https://zoom.us/j/3583067836> or by phone at: 1.669.900.6833, meeting ID 358 306 7836 so that the public may participate in the City Council meetings;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF PORTOLA DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Affirmation that Local Emergency Persists. The City Council hereby considers the conditions of the state of emergency in the City of Portola and proclaims that a local emergency persists throughout the City, and the novel coronavirus, COVID-19, continues to persist within the City as well as throughout Plumas County at a rate that poses significant risk to the health of all citizens.

Section 3. Re-ratification of Governor's Proclamation of a State of Emergency. The City Council hereby ratifies the Governor of the State of California's Proclamation of State of Emergency, effective as of its issuance date of March 19, 2020 .

Section 4. Remote Teleconference Meetings. The City Manager and legislative bodies of the City of Portola are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, continuing to conduct open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.

Section 5. Effective Date of Resolution. This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of (i) January 12, 2022, or such time the City Council adopts a subsequent resolution in accordance with Government Code section 54953(3) to extend the time during which the legislative bodies of the City of Portola may continue to teleconference without compliance with paragraph (3) of subdivision (b) of section 54953.

PASSED AND ADOPTED by the City Council of the City of Portola, this 11th day of May 2022, by the following vote:

AYES: Councilmember Phil Oels
Councilmember Stan Peiler
Councilmember Bill Powers
Mayor Pro Tem Tom Cooley
Mayor Pat Morton

NOES: None
ABSENT: None
ABSTAIN: None

Pat Morton, Mayor

ATTEST:

Tara Kindall, Deputy City Clerk

I, Tara Kindall, Deputy City Clerk of the City of Portola, do hereby certify that the above and foregoing Resolution was duly passed and adopted by the City Council at the City of Portola Regular meeting thereof held on May 11, 2022.

Tara Kindall, Deputy City Clerk

CITY COUNCIL AGENDA STAFF REPORT

DATE: **May 4, 2022**

TO: Honorable Mayor and Members of the City Council

FROM: Susan Scarlett, Finance Officer

MEETING: **May 11, 2022**

SUBJECT: LEAP Grant expenditure for sewer camera

In July of 2020 the City applied for and received a grant for \$65,000 called the Local Early Action Planning Grant. This grant was subsequent to the SB 2 Planning Grant and all part of the project to make technology and physical improvements to streamline the planning and permitting process. As part of the LEAP budget a sewer camera was included to locate infrastructure and further develop the online models and layers of mapping.

While the Council approved the grant, we would like specific approval of the purchase of a used sewer camera not to exceed \$20,000. This cost will be reimbursed through the grant.

Recommendation: Approve the purchase of a used sewer camera to be funded with LEAP grant funds.