



**City of Portola
Minutes
Regular Meeting
June 08, 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 Bill Powers

Absent: Councilmember Stan Peiler

Staff Present:

Interim City Manager - Jon Kennedy

Finance Officer - Susan Scarlett

Deputy City Clerk - Mercadez Flewell

City Attorney - Steve Gross

2. Public Comments

This section is intended to provide members of the public with an opportunity to comment on any subject that does not appear on this agenda. Please note that California law prohibits the City Council from taking action on any matter which is not on the posted agenda, unless it is determined to be an urgency item by the City Council. Any member of the public wishing to address the City Council during "**PUBLIC COMMENT**" shall first secure permission of the presiding officer, stand; may give his/her name and address to the Clerk for the record. Each person addressing the City Council shall be limited to three minutes ordinarily, unless the presiding officer indicates a different amount will be allotted.

Ashlee Sims addressed some issues with the city regarding the council

3. CITY COMMUNICATIONS

A. City Council Communications / Committee Reports

Councilmember Oels reported he has helped the city with some yard work as well as the hospital road

Councilmember Powers reported he will be leaving the meeting early today, he was unable to attend the gravel grinder race as he was not in town

Councilmember Cooley reported he attended the Beckwourth Fire Board Meeting and the gravel grinder.

Mayor Morton reported she attended the Beckwourth Fire Department Board meeting, notified more of the public of the gravel grinder race and was present Saturday for a portion of the gravel grinder.

B. Staff Communications / Fire Report / Sheriff's Report / Air Quality Report

Chief Russell reported that in 2022 there have been 129 in Portola and 37 in Beckwourth. The high call volume is nation wide right now due to the wildland fire season.

C. City Manager Report

Interim City Manager Jon Kennedy reported that the city is continuing to work on the software conversion. He attended the gravel grinder race and it was a nice turn out an went well. The pancake breakfast went well.

4. **Consent Agenda**

A. **Claims-** Adopt Resolution No. 2508 authorizing payment of claims for the period of May 26, 2022 through June 08, 2022

Accounts Payable: \$ 74,496.83

Payroll: \$ 18,571.14

Total: \$ 93,067.97

Payroll Chk -170889 - 17094

Ap Check Run 43953 - 43987

Ap Check Deposit Refund 43988-43989 \$224.70

AP VOID Check 43553 \$4,456.25

B. Minutes - Adopt Minutes of the City Council Regular Meeting held on May 25, 2022

Councilmember Bill Powers 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 Bill Powers** Absent **Councilmember Stan Peiler**

5. **Public Hearing: 2022-2023 Proposed Operating Budget**

Mayor Morton opened the Public Hearing. There were no Public Comments. Susan Scarlett addressed the changes that had been made since the Council reviewed the budget.

Changes were made to Music in the Park and the City Attorney fees. The budget will be presented at the June 22nd agenda for adoption. Mayor Morton closed the Public Hearing.

Tom Cooley thanked Susan Scarlett for all the hard work she has put into the budget.

6. **Ordinance to comply with SB 1383 Reduction of disposal of organic waste.**

A.

Councilmember Phil Oels motioned to approve. A second was made by Mayor Pro Tem Tom Cooley. The roll call vote:

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

Interim City Manager Jon Kennedy reported that the City is required to have this ordinance in place, but staff is still working on the language to request additional time to delay implementation.

City Attorney, Steve Gross explained the ordinance and requirements in more detail.

Motion was made to waive the first reading with the ordinance to return the the next regular meeting for adoption.

7. **Manhard Contract** 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**
Absent **Councilmember Stan Peiler** Absent **Councilmember Bill Powers**

Susan Scarlett reviewed the Contract changes including the change in terms to 2 years with an annual adjustment that was requested by City staff.

Karen Downs made herself available just in case the council had any questions.

Tom Cooley reported for the persons attending via zoom that the firm is charging their rates at the lowest rate possible to the City.

The Council approved the contract and authorized the Interim City Manager to sign.

8. **City Attorney Agreement** Councilmember Phil Oels motioned to approve. A second was made by Mayor Pro Tem Tom Cooley. The roll call vote:

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

Steve Gross reported that he has been the City's Attorney since 1997 and he has enjoyed working with the City. Steve further explained the reasoning for the requested rate increases. While his agreement allows the adjustment of the rate without the Council approval, Mr. Gross said he felt it was good to review with the Council and make sure they want to continue with his services.

Councilmember Cooley praised the work of the City Attorney. All Council members agreed and approved the rate increase.

9. **Pay Schedules and Job Classifications** Councilmember Phil Oels motioned to approve. A second was made by Mayor Pro Tem Tom Cooley. The roll call vote:

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

Susan Scarlett reviewed a proposed updated Step program for the Full-time City employees. The new Step program includes the current year Cola of 4.7%. The amounts from the new Step program would take effect July 2, 2022 and are reflected in the publicly available pay schedule in compliance with CCR 570.5. The annual date for Step increases will change for all full-time employees to the July 2nd date. The new Step program was approved by the Council and Resolution No. 2509 was adopted.

10. **Adjournment**

Pat Morton adjourned the meeting at 6:50 p.m.