



**City of Portola
Minutes
Regular Meeting
August 10, 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

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.

NONE

3. CITY COMMUNICATIONS

A. City Council Reports

Councilmember Oels attended the concert in the park event and had a table setup to discuss the firewise program.

Councilmember Peiler had nothing to report.

Councilmember Powers attended the LAFCO board meeting and monitored the music in the park, he thanked Mayor Pro Tem Cooley for stepping up and running the music in the park while he was unable to.

Mayor Pro Tem Cooley attended the LAFCO board meeting, a LAFCO webinar about tax code 99, a Special joint meeting of Board of Supervisors that included Lassen County, Plumas County, Modoc County and Sierra County regarding the Plumas National Forest Service Contract.

Mayor Morton attended the LAFCO board meeting and music in the park event.

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

Fire Report from Gay Miller - Beckwourth Fire District had a total of 32 calls for the month of July, 11 in the Beckwourth division and 21 in the Portola division, year to date call amount is 233, there were 5 pages to Eastern Plumas's district that BFD responded to. Grizzly Ranch CSD held a firewise event Sunday August 7th, BFD Captain Villa and USFS Engine Boss Ithurburn spoke to the group about how

well the companies are working together and would love to continue the progress for the future. during the event Grizzly CSD started a donation for BFD and raised \$2,030.00.

Sheriff's Report from Sergeant Klundby - From July 10 to August 10 there have been a total of 258 calls county wide with 131 being in the city of Portola, 14 disturbances, 8 arrests and bookings, and 7 property crimes. On August 27th there will be an event going on in Graeagle from 3-7.

Air Quality Report from Mikki Brown - On September 24th there will be a burnwise event at the vets hall in Portola from 11-3.

C. City Manager Report

Interim City Manager Jon Kennedy reported that the city is still searching for an administrative clerk, and gave an update on the Community Clean Up program. On the southside of town there were 56 properties marked to be cleaned, 41 have been finished with 15 pending, on the northside of town there have been 83 properties identified for the program and are waiting to be worked on. The city is receiving positive community feedback on the CCU program.

4. Consent Agenda

- A. **Claims**- Adopt Resolution No. 2522 authorizing payment of claims for the period of July 13 through August 10, 2022

Accounts Payable: \$ 378,335.99

Payroll: \$ 64,031.07

Total: \$ 442,367.06

- B. Approval of July 13, 2022 Minutes

Councilmember Stan Peiler 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**

5. **RFP Groundwater Monitoring Services Proposal Reviews** Mayor Pro Tem Tom Cooley 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**

Tom Valentino explained that the State of CA requires the city to have its water monitor system tested quarterly. Previously Pat Flinn used to do this, but has since moved. There was an RFP sent out on July 6th to 7 different companies and McGinley submitted the most competitive bid. Caitlin Jelle will be the City's direct contact. A 5 year contract is recommended if awarded to McGinley

6. **Susan Scarlett Finance Officer Adjustment to Compensation** 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**

Interim City Manager Jon Kennedy explained the purpose of adding this as an agenda item. He felt it was important to be completely transparent with City Council regarding the high volume of public records requests. As discussed at the last council meeting, the volume has continued to increase. Jon has also discovered it may be difficult to fill the admin clerk position, due to the fact the city had 2 inquiries into the vacant position but decided to not apply due to the behavior of certain members of the public and the high volume of public records requests.

Susan explained that when she agreed to assist with public records requests she had not anticipated the abnormal number and nature of the requests. She has been doubling her time to get them done.

Antoinette Queensberry provided public comment thanking Susan Scarlett for all her hard work and putting in the extra time for public records requests and apologized for all the extra work she has had to do when most of the requests are nonsense.

The original motion was amended to reflect a motion to approve additional funds for Susan Scarlett

7. **Adjournment**

Mayor Morton adjourned the meeting at 6:35 p.m.