

**RESOLUTION NO. 2530**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PORTOLA  
AUTHORIZING PAYMENT OF CLAIMS FOR THE PERIOD  
SEPTEMBER 29, 2022 THROUGH OCTOBER 12, 2022.**

**ACCOUNTS PAYABLE  
CHECK NUMBERS: 44286 – 44330**

**PAYROLL  
CHECK NUMBERS: 17195 – 17200**

**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.

<b>ACCOUNTS PAYABLE:</b>	<b>\$ 120,148.74</b>
<b>PAYROLL:</b>	<b><u>\$ 20,334.48</u></b>
<b>TOTAL:</b>	<b>\$ 140,483.22</b>

**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 12<sup>th</sup> day of October, 2022 by the following vote:

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSENT: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_

\_\_\_\_\_  
Pat Morton, Mayor

ATTEST:

\_\_\_\_\_  
Jason Shaw, Deputy City Clerk

I, Jason Shaw, 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 October 12, 2022.

\_\_\_\_\_  
Jason Shaw, Deputy City Clerk

VENDOR	I.D.	NAME	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
0008	I-202210050698	ALWAYS ANSWER 800 NUMBER	R	10/12/2022		50.46	044286	50.46
0015	I-202210050673	AMERIGAS PUBLIC WORKS PROPANE	R	10/12/2022		160.82	044287	160.82
0015	I-202210050674	AMERIGAS LDWTP PROPANE	R	10/12/2022		208.05	044288	208.05
0046	I-202210050705	CASHMAN EQUIPMENT COMPANY SEWER SYSTEM IMPROVEMENT	R	10/12/2022		4,872.70	044289	4,872.70
0052	I-202210050681	CITY OF PORTOLA WATER/SEWER BILLS	R	10/12/2022		12,305.14	044290	12,305.14
*VOID*	044291	VOID CHECK	V	10/12/2022			044291	**VOID**
0054	I-202210050682	CLIFTONLARSONALLEN LLP AUDITING SERVICES	R	10/12/2022		17,000.00	044292	17,000.00
0055	I-202210050677	COATES TIRE CENTER ARPA	R	10/12/2022		27.86	044293	27.86
0063	I-202210050678	CURRENT ELECTRIC & ALARM, INC MONITORING SYSTEMS	R	10/12/2022		555.00	044294	555.00
0072	I-202210050672	DOBROS PARTS-LLC EQUIP REPAIR	R	10/12/2022		791.04	044295	791.04
0078	I-202210050697	ENCOMPASS XEROX COPIES	R	10/12/2022		379.95	044296	379.95
0091	I-202210050708	GRANITE ROAD BASE STREET REPAIR	R	10/12/2022		3,252.48	044297	3,252.48
0103	I-202210050699	IEDA LABOR REALTIONS CONSULTING	R	10/12/2022		245.30	044298	245.30
0105	I-202210050671	INTERMOUNTAIN DISPOSAL REFUSE COLLECTION	R	10/12/2022		977.71	044299	977.71
0111	I-202210050709	JEFFERSON SUPPLY COMPANY MATERIALS & SUPPLIES	R	10/12/2022		2,559.93	044300	2,559.93

VENDOR	I.D.	NAME	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
0122	I-202210050707	KIMBALL MIDWEST MATERIALS & SUPPLIES	R	10/12/2022		647.91	044301	647.91
0133	I-202210050691	LIBERTY UTILITIES CITY ELECTRIC BILLS	R	10/12/2022		7,038.84	044302	7,038.84
0136	I-202210050700	MANHARD CONSULTING PLANNING SERVICES	R	10/12/2022		4,160.00	044303	4,160.00
0141	I-202210050688	MCI MEGA PREFERRED 800 LONG DISTANCE CHARGES	R	10/12/2022		45.30	044304	45.30
0148	I-202210050689	NAPA SIERRA MATERIALS & SUPPLIES	R	10/12/2022		584.80	044305	584.80
0159	I-202210050680	OFFICE DEPOT OFFICE SUPPLIES	R	10/12/2022		309.16	044306	309.16
0162	I-202210050711	OPERATING ENGINEERS EMPLOYEE HEALTH INSURANCE	R	10/12/2022		8,337.00	044307	8,337.00
0162	I-202210050712	OPERATING ENGINEERS SHAW HEALTH INSURANCE SIGN UP	R	10/12/2022		1,786.00	044308	1,786.00
0173	I-202210050696	PITNEY BOWES POSTAGE/SUPPLIES	R	10/12/2022		27.34	044309	27.34
0174	I-202210050686	PLANWEST PARTNERS FEASIBILITY STUDY	R	10/12/2022		4,016.25	044310	4,016.25
0175	I-202210050690	PLUMAS ACE HARDWARE MATERIALS & SUPPLIES	R	10/12/2022		474.98	044311	474.98
0184	I-202210050694	PLUMAS SIERRA RURAL ELECTRIC LDWTP ELECTRIC	R	10/12/2022		1,526.14	044312	1,526.14
0185	I-202210050693	PLUMAS SIERRA TELECOMMUNICAT CITY INTERNET SERVICES	R	10/12/2022		382.00	044313	382.00
0195	I-202210050706	RAIN FOR RENT SEWER SYSTEM IMPROVEMENTS	R	10/12/2022		4,749.28	044314	4,749.28
0218	I-202210050710	SILVER STATE ANALYTICAL WATER/WASTEWATER TESTING	R	10/12/2022		697.00	044315	697.00

VENDOR	I.D.	NAME	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
0220	I-202210050684	SINDEX PRINTING & GRAPHICS UTILITY BILLS/ENVELOPES	R	10/12/2022		4,100.00	044316	4,100.00
0222	I-202210050713	SMALL CITIES ORGANIZED RISK W/C QTR PREMIUM	R	10/12/2022		28,180.89	044317	28,180.89
*VOID*	044318	VOID CHECK	V	10/12/2022			044318	**VOID**
0231	I-202210050683	SUCCEED.NET WEB HOSTING	R	10/12/2022		67.85	044319	67.85
0240	I-202210050679	THOMAS G. VALENTINO CONSULTING PROF SERVICES	R	10/12/2022		1,530.00	044320	1,530.00
0250	I-202210050703	UNITED RENTALS NORTHWEST INC. LDWTP EQUIP REPAIR	R	10/12/2022		344.60	044321	344.60
0252	I-202210050685	UNITED STATES POSTAL SERVICE POSTAGE FOR PERMIT	R	10/12/2022		1,500.00	044322	1,500.00
0253	I-202210050676	US BANCORP CITY CREDIT CARD CHARGES	R	10/12/2022		891.94	044323	891.94
0260	I-202210050692	VERIZON WIRELESS LDWTP DATA PLAN	R	10/12/2022		108.07	044324	108.07
0260	I-202210050695	VERIZON WIRELESS CITY CELL PHONES	R	10/12/2022		325.67	044325	325.67
0260	I-202210050701	VERIZON WIRELESS CITY LANDLINES	R	10/12/2022		610.83	044326	610.83
0264	I-202210050702	WESTERN NEVADA SUPPLY WATER LINE REPAIR	R	10/12/2022		1,798.99	044327	1,798.99
0267	I-202210050704	WIN-911 SOFTWARE ANNUAL RENEWAL	R	10/12/2022		2,160.00	044328	2,160.00
0269	I-202210050687	XEROX FINANCIAL SERVICES XEROX LEASE	R	10/12/2022		268.13	044329	268.13

* * B A N K T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	42	0.00	120,055.41	120,055.41
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:	2	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
<b>BANK TOTALS:</b>	<b>44</b>	<b>0.00</b>	<b>120,055.41</b>	<b>120,055.41</b>

\*\* REGISTER GRAND TOTALS \*

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	42	0.00	120,055.41	120,055.41
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:	2	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:	44	0.00	120,055.41	120,055.41

\*\* POSTING PERIOD RECAP \*\*

FUND	PERIOD	AMOUNT
100	10/2022	37,917.66CR
207	10/2022	11,775.82CR
208	10/2022	3,508.31CR
215	10/2022	932.86CR
501	10/2022	10,368.30CR
710	10/2022	24,973.02CR
720	10/2022	26,232.20CR
730	10/2022	4,347.24CR
=====		
ALL		120,055.41CR

PACKET: 00124 US - Refund  
 VENDOR SET: 01 CITY OF PORTOLA  
 BANK: PC POOLED CASH - PLUMAS

\*\*\*\* CHECK LISTING \*\*\*\*

VENDOR	I.D.	NAME	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
1	I-000202210040670	EAKPRAB LLC EAKPRAB LLC	R	10/12/2022		93.33	044330	93.33

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

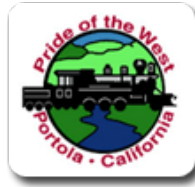
	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	1	0.00	93.33	93.33
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
BANK TOTALS:	1	0.00	93.33	93.33

\*\* REGISTER GRAND TOTALS \*

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	1	0.00	93.33	93.33
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:	0	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:	1	0.00	93.33	93.33

\*\* POSTING PERIOD RECAP \*\*

FUND	PERIOD	AMOUNT
710	10/2022	93.33CR
=====		
ALL		93.33CR



**City of Portola  
Minutes  
Regular Meeting  
September 28, 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, Councilmember Phil Oels, Councilmember Bill Powers

Absent: Mayor Pro Tem Tom Cooley, Councilmember Stan Peiler

Staff Present:

Interim City Manager Jon Kennedy, Finance Officer Susan Scarlett, and Deputy City Clerk Jason Shaw

**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.

There were no public comments.

**3. CITY COMMUNICATIONS**

A. City Council Communications / Committee Reports

Councilmember Phil Oels reported that he attended and promoted the recent Burn Wise event.

Councilmember Bill Powers reported that he attended a recent meeting of the Transportation Commission, and a well presented event at the Veteran's Hall.

Mayor Pat Morton reported that she attended a meeting of the Local Emergency Services Study Group, and the Eastern Plumas Angel Tree Program.

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

There were no staff communications.

Beckwourth Fire Department answered a total of twenty eight calls during the month of August. Seven calls were for the Beckwourth division and twenty one in Portola.

The Sheriff's Department had nothing to report this month.



For Air Quality, Mikki Brown reported the recent Burn Wise event was a good success.

The program still contains about nine million dollars in grant funds. Mikki thanked Bill and Phil for attending and promoting the Burn Wise event.

C. City Manager Report

Interim City Manager Jon Kennedy reported there were nine more properties to add to the community cleanup program list since the last meeting.

4. **Resolution No 2527 Concerning COVID Remote Meetings** Councilmember Bill Powers motioned to approve. A second was made by Councilmember Phil Oels. The roll call vote:

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

Phil Oels noted that it's still around. There were no public comments.

5. **Consent Agenda**

- A. **Claims-** Adopt Resolution No. 2528 authorizing payment of claims for the period of August 25th, 2022 through September 28th, 2022

Accounts Payable: \$ 113,836.52

Payroll: \$ 51,919.37

Total: \$ 165,755.89

Payroll Checks 17180-17194

AP Run Checks 44200-44285

Voided Checks 44127,44129,44177

- B. Approval of August 24, 2022 Minutes, Approval of June 08, 2022 Minutes, and Approval of March 09, 2022 Minutes

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

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

There were no public comments.

6. **2021-2022 Fiscal year** Councilmember Bill Powers motioned to approve. A second was made by Councilmember Phil Oels. The roll call vote:

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

The Council received a report regarding updates to Financial Statements for the 2021-2022 Fiscal Year. Budget amendments already approved and additional amendments and information on transfers to "set asides" were reviewed and approved.

7. **Auditors** Councilmember Phil Oels motioned to approve. A second was made by Councilmember Bill Powers. The roll call vote:

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

The city received a three year proposal for audit and financial statement work from the firm of CliftonLarsonAllen LLP.

Financial Officer Susan Scarlett recommended strongly to keep the current auditors as they are experts in their field and the actual persons conducting the audit typically change every two years.

City Attorney Steve Gross confirmed the City is in compliance, citing government code 12410.6, with regard to retaining the current auditors for another 3 years.

**8. Closed Session**

No action was taken in closed session.

**9. Adjournment**

Meeting was Adjourned by Mayor Morton at 6: 35 PM