



**City of Portola
Minutes
Regular Meeting
November 08, 2023 06:00 PM
35 Third Ave Portola, 96122
<https://www.cityofportola.com/>**

1. Call to Order

The meeting was called to order at 6:00 pm by Mayor Bill Powers.

A. Pledge of Allegiance

Lead by Mayor Bill Powers

B. Roll Call

Present: Mayor Bill Powers, Mayor Pro Tem Pat Morton, Councilmember Stan Peiler, Councilmember Leah Turner, Councilmember Jim Murphy

Staff Present: Deputy City Clerk, Jason Shaw, City Attorney, Steve Gross (remotely)

2. Public Comments

There were no public comments.

3. CITY COMMUNICATIONS

A. City Council Communications / Committee Reports

Councilmember Leah Turner: Nothing to Report.

Councilmember Stan Peiler: Took a tour of Willow Creek with Director of Public Works Todd Roberts and was very impressed with the project. Heard that the Memorial Hall needs help. They are looking for volunteers, especially contractors, who can help repair and paint things.

Councilmember Jim Murphy: Thought the Chamber of Commerce did an excellent job with the Railroad Days Revival.

Mayor Pro Tem Pat Morton: Working on the tree angels program. Week before Thanksgiving the trees will go up. Friday, December 1st, will be the tree lighting and light parade in downtown Portola.

Mayor Bill Powers: Had senior citizens ask about if there will be a warming center this year in Portola. Had cooling centers at the Veteran's Hall before. Have had both cooling and warming centers at City Hall in the chamber room before. Will ask Director of Public Works Todd Roberts if all the outlets in the Chamber room stay live on generator power.

Mentioned that E and F both looked like they passed. Certification is on November 14th.

Through Cal Cities, may have found additional funding sources for past due utility bills.

Exploring the possibility of a having a fall festival sometime after Music in the Park.

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

Fire Report: There was no fire report.

Sheriff's Report: There was no Sheriff's report

Air Quality Report by Targeted Airshed Grant Specialist Mikki Brown: Curtailment started September 1st. We had 1 day in October and so far 6 days in November. Trying to work with the community on setting up a firewood bank for people in need.

Staff Report by Deputy City Clerk Jason Shaw: Still signing up people for Project Go for past due utility bills. Just about \$40,000 has been paid out to residents of Portola.

Working with FEMA and Cal OES on wrapping up our public assistance application caused by 2023 winter storms.

Preliminary results show Measure E and F passing. Unofficial results have been posted at City Hall.

4. **Consent Agenda**

A. **Claims**- Adopt Resolution No. 2562 authorizing payment of claims for the period of October 12th, 2023 through November 8th, 2023. Accounts Payable: \$152,041.60 Payroll: \$56,441.09 Total: \$208,482.69 AP Check Run #45298 - 45376 Payroll Check Run #17313 - 17318

B. Approval of the Minutes from 10-11-23, Correction to the Minutes from 9-27-23 (Item 6)

Deputy City Clerk Jason Shaw noted the minutes from September 27th, 2023 have a correction on item 6. Councilmembers were marked that they abstained when in reality they said aye (yes). The minutes are on the agenda so that they can be reapproved as corrected.

Councilmember Leah Turner asked about the details on the costs associated with code enforcement, a Rain For Rent payment, and a payment on a USDA loan.

Deputy City Clerk Jason Shaw explained the Rain for Rent payment was for pump rental costs associated with the winter storm disaster. He wasn't sure on the details on the other questions but would note them so that at the next meeting, staff could properly respond.

There were no public comments.

Councilmember Leah Turner motioned to approve. A second was made by Councilmember Jim Murphy.

The roll call vote:

Aye **Mayor Bill Powers** Aye **Mayor Pro Tem Pat Morton** Aye **Councilmember Stan Peiler** Aye **Councilmember Leah Turner** Aye **Councilmember Jim Murphy**

5. **Renew State of Emergency Proclamation**

Deputy City Clerk Jason Shaw explained that we have to do this every 60 days to keep our State of Emergency going for our public assistance application from the 2023 winter storms. Same State of Emergency document that has been approved before.

There were no public comments.

Councilmember Leah Turner motioned to approve. A second was made by Councilmember Jim Murphy.

The roll call vote:

Aye **Mayor Bill Powers** Aye **Mayor Pro Tem Pat Morton** Aye **Councilmember Stan Peiler** Aye **Councilmember Leah Turner** Aye **Councilmember Jim Murphy**

6. **Modified Council Meeting Schedule for November and December**

Deputy City Clerk Jason Shaw explained that the City traditionally removes the second meeting in November and December due to the holiday season.

Mayor Pro Tem Pat Morton pointed out that if we needed another meeting in November or December, that the City Council could call a special meeting.

There were no public comments.

Mayor Pro Tem Pat Morton motioned to approve. A second was made by Councilmember Stan Peiler.

The motion passed with the following vote:

5 **In Favor** 0 **Opposed**
0 **Abstained** 0 **Absent**

7. **Adjournment**

Mayor Bill Powers adjourned the meeting at 6:30 PM