

**REGULAR MEETING MINUTES
PORTOLA CITY COUNCIL
35 THIRD AVENUE | PORTOLA, CA 96122
AUGUST 11, 2021 | 6:00 P.M.**

1. CALL TO ORDER

Councilmembers attended this meeting via teleconference as permitted by California Governor Newsom Executive Order N-29-20. Members of the public were able to join the meeting via Zoom live streaming. Mayor Powers called the meeting to order at 6:03 p.m.

2. ROLL CALL

Councilmembers Tom Cooley, Phil Oels, Stan Peiler, Mayor Pro Tem Pat Morton, and Mayor Bill Powers responded to the roll call. City Manager Lauren Knox, City Attorney Steve Gross, Finance Officer Susan Scarlett, Planner Karen Downs, and Deputy City Clerk Tara Kindall were also present.

3. PUBLIC COMMENT

No one from the public wished to comment.

4. CITY COMMUNICATIONS

A. City Council Communications/Committee Reports

Councilmember Peiler reported that he did not have any meetings, however, he did visit with some of the evacuees at the park and inquired about temporary how showers and food for the evacuees. He also wondered about a sign at the park warning individuals who may engage in vandalism that they will be prosecuted.

Councilmember Cooley reported that he participated in a webinar about the American Rescue Plan Act, he attended a Fire Ad Hoc Committee meeting, and he did some tree trimming at the disc golf course.

Councilmember Oels reported that he didn't have any meetings, but he did work on cutting slabs.

Mayor Pro Tem Morton reported that she attended a Beckwourth Volunteer Fire Department meeting and a Fire Ad Hoc Committee meeting.

Mayor Powers reported the evacuees can check in with the resource center for hot showers, Concerts in the Park was cancelled last Friday and this Friday, he checked

in with the Sheriff's department concerning the evacuees, today he took a load of donated items to Quincy, and he spent three days cutting down trees in the easement.

B. Staff Communications

Gay Miller with Beckwourth Fire reported that Chief Russell followed up on a complaint that was made and it was ascertained that no corrective action was necessary. The Fire Auxiliary is applying for tax exempt status and looking for volunteers.

The Plumas County Sheriff's department had no report.

Air Quality had no report, but there is a new Portola Blog on their website.

C. City Manager Report

City Manager Knox reported that the Disc Golf Course is moving along. Tim Rhodes has gathered donations for the project through a sponsorship program. The public works crew will be using the brush hog at the Riverwalk area. The new website is undergoing its final update and will be live in the next few days. The local daycare center is closing which will have a significant impact on the community.

5. CONSENT CALENDAR

Mayor Pro Tem Morton moved and Councilmember Oels seconded a motion to approve the consent calendar as presented:

- A. Minutes** – Adopt the minutes of the City Council Regular Meetings held on July 28, 2021.
- B. Claims** – Adopt Resolution No. 2477 authorizing payment of claims for the period of July 23, 2021 through August 5, 2021.

Accounts Payable:	\$ 40,343.46
Payroll:	<u>\$ 41,706.90</u>
Total:	\$ 82,050.36

Roll call vote, yes: Cooley, Oels, Peiler, Morton, and Powers. So carried.
Roll call vote, no: none.

6. ORDER OF BUSINESS

A. 465 North Fourth Street Lot Merger.

City Planner Karen Downs reviewed the application the city received for a Lot Merger of two contiguous parcels located at 465 North Fourth Street (APN's 125-185-002 and 003). She explained the after the City Engineer reviewed the

application it was ascertained that a Parcel Map is not required for this merger. Resolution No. 2478 with condition has been presented for Council's consideration. Staff recommends approval.

Councilmember Oels moved and Councilmember Peiler seconded a motion to adopt Resolution No. 2478 with conditions and approve the Parcel Map Waiver.

A Resolution of the City Council of the City of Portola approving a Lot Merger for APNs 125-185-002 and 125-185-003.

Roll call vote, yes: Cooley, Oels, Peiler, Morton, and Powers. So carried.

Roll call vote, no: none.

B. Personnel Policy Changes.

City Manager Knox reviewed this item for Council. It includes an alternative work week change for Staff with City Hall closure on Fridays, and a change to the Holiday's observed. Currently, some of the City Personnel are working a flexible four 10-hour day work week, this change would allow for all employees to participate in this. This change would include closing City Hall on Friday's. Staff noted that after monitoring customer traffic on Friday's, there would not be a significant detriment to having City Hall closed on this day. The changes to the Holiday's observed are the following: Lincoln's Birthday and New Years Eve Day will be eliminated; Cesar Chavez Day and Juneteenth will be added; and Columbus Day will be renamed to Indigenous People's Day.

Councilmember Oels moved and Councilmember Cooley seconded a motion to approve the Personnel Policy changes as submitted.

Roll call vote, yes: Cooley, Oels, Peiler, Morton and Powers. So carried.

Roll call vote, no: none.

C. Dixie Fire Update.

City Manager Knox reported that the Dixie Fire is at 501,008 acres and 30% contained as of this morning. It is now the second largest fire in California history. The Red Cross Shelters are open. There has been discussion to move the evacuees that are currently in the park to the baseball fields to afford them more privacy and safety. Discussion ensued on the City's assistance and response.

7. ADJOURNMENT

There being no further business Mayor Powers adjourned the meeting at 6:45 p.m.

Tara Kindall, CMC
Deputy City Clerk