



City of Portola
Minutes
Regular Meeting
September 27, 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 Leah Turner, Councilmember Jim Murphy

Absent: Councilmember Stan Peiler

Staff Present: Deputy City Clerk - Jason Shaw, Financial Officer - Susan Scarlett, Interim City Manager - Jon Kennedy

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 Stan Peiler was absent.

Councilmember Leah Turner: Attended the Yes for Measure E and F forum.

Councilmember Murphy: No report but has a comment. Wants to see more reported in agendas. Will speak to the City Manager more about what he means. Wants this issue to be discussed with possible action at the next City Council meeting.

Mayor Pro Tem Pat Morton: Working right now on the Angel's program. Attended the Transportation Commission meeting, the Beckwourth Fire Department meeting, Air Quality Control Board meeting, and the Yes for Measure E and F forum. Also, attended the Cromberg Project / Highway 70 meeting and gave suggestions on increasing crosswalk safety on Highway 70.

Mayor Bill Powers: Attended the Transportation Commission meeting, Air Quality Control Board meeting, and the Cromberg Project / Highway 70 meeting. There will be another Cromberg Project meeting held in October. County is currently patching A-23. Also, Attended the Yes for Measure E and F forum. Finally, attended the Tri-County meeting in Quincy. Wanted to note that that an Infrastructure Committee meeting is being setup.

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

Fire Report by Mayor Pro Tem Pat Morton: Since last reporting, we had 41 calls in the city limits of

Portola.

Air Quality Report by Mikki Brown: 2 Curtailment days recently but those were due to the recent wildfires. Still don't have enough people to install heat pumps and weatherization. Working on strategies on how to increase the number of qualified installers in the area.

Held Air Quality Control Board meeting at City hall with people from all over the State and locally. Hoped it helped them better understand the local needs and expectations with heating sources. Trying to give residents multiple ways to heat their homes in winter.

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

C. City Manager Report

We have been having weekly meetings with Cal OES and FEMA as part of the process for getting funding for the damages associated with the 2023 winter storm. Right now this is not considered a snow event by FEMA so we are unable to claim any direct snow damage. Even still we should be looking at getting about \$60,000 from FEMA for winter storm damage. Deputy City Clerk Jason Shaw has been working with FEMA on inputting all our storm damage claims.

The City is still working on repairing leaks but we are almost done with 2 more remaining. Both these leaks are fairly large so they have taken more time.

Sours Engineering is finishing up the GPS locations of our sewer system. This will be a huge benefit for Public Works.

4. Consent Agenda

A. **Claims-** Adopt Resolution No. 2560 authorizing payment of claims for the period of September 14, 2023 through September 27, 2023 Accounts Payable: \$1,325,740.34 Payroll: \$23,074.61 Total: \$1,348,814.95 AP Check Run #45180 - 45258 Payroll Check Run #17307 - 17310

B. Approval of the Minutes from 9-13-23

Councilmember Leah Turner asked a few clarifying questions about some of the AP checks. Financial Officer Susan Scarlett explained what the expenses were for.

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 Leah Turner** Aye **Councilmember Jim Murphy** Absent **Councilmember Stan Peiler**

5. Renew State of Emergency Proclamation

Interim City Manager Jon Kennedy explained that we have to renew this every 60 days as we have before to continue the State of Emergency from the winter storm. We have to do this as long as we are applying for public assistance for some of the damages related to the disaster. Should be wrapped up soon.

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 Leah Turner** Aye **Councilmember Jim Murphy** Absent **Councilmember Stan Peiler**

6. Fire Service Contract 2023-2024

Interim City Manager Jon Kennedy said the only changes that were made to the contract were the dates of the contract and the amount, which is now \$84,000 for 12 months of service.

However, a couple of additional changes will need to be made to the contract at the meeting. The contract will need to be approved as amended. Interim City Manager Jon Kennedy mentioned a few dates within page 2 that needed to be amended.

If Measure E and F passes, this contract would not continue into the next fiscal year. There will be a period of transition.

Councilmember Leah Turner asked about some language on appendix A, page 5. Says that if we are not following that language it should be removed. The City Manager and City Council agree to her amendment.

Councilmember Leah Turner asked about the status of fire equipment and the City Council agreed that they want notification if something occurs with the equipment.

Councilmember Jim Murphy asked what the fee was for last year and Financial Officer Susan Scarlet

responds that the fee for last year was \$78,294.

Mayor Pro Tem Pat Morton motioned to to approve the Fire Service Contract for the year 2023-2024 in the amount of \$84,000 passes as amended.

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

7. Review 6/30/2023 year end including budget amendments and set asides.

Financial Officer Susan Scarlett gave an update on the audit first. Said the field work was already done and the final report should be out sometime at the end of October or early November. The auditors mentioned that everything looks good so far.

Financial Officer Susan Scarlett then went over the budget amendments and set asides. Mentioned we have to do this every year; that sometimes we don't know how these are going to go.

SB1383 funds need to be spent but cities are struggling to find ways to do it. Believes the deadline for these funds will be extended.

Mayor Pro Tem Pat Morton motioned to approve. A second was made by Councilmember Leah Turner. The roll call vote:

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

8. Adjournment

7:05 PM by Mayor Bill Powers.