

**PORTOLA CITY COUNCIL
MEETING MINUTES
May 25, 2016
6:00 p.m.**

1. CALL TO ORDER

Mayor Powers called the meeting to order at 6:00 pm.

2. PLEDGE OF ALLEGIANCE

Mayor Powers led the Council in a moment of silence and the reciting of the pledge of allegiance.

3. ROLL CALL

Councilmembers Oels, Gault, VanDahlen, Mayor Pro Tem Larrieu and Mayor Powers were present. City Manager Robert Meacher, Finance Officer Susan Scarlett City, Attorney Steve Gross, City Planner Karen Downs and City Clerk Melissa Klundby were also in attendance.

4. PUBLIC COMMENT

Ron Jacobson, the newly appointed Portola Volunteer Fire Department Chief, thanked the fire department and the new fire department volunteers for their continued dedication and work.

Terri Woods thanked the fire department for its work on the fire hydrants.

Larry Douglas read the Council a statement regarding alien fish species introduction to Lake Davis and his frustrations with the California Department of Fish and Wildlife.

5. CITY COMMUNICATIONS

A. City Council/Committee Reports

Councilmember Larrieu reported that Highway 70 had been repaved between Portola and Hallelujah Junction.

Mayor Powers reported on the following:

- Transportation Meeting
- Lost Sierra Economic Development meeting
- Meeting with the new tourism and marketing professional working for the Chalet View Lodge
- Meeting with the University of California UC Davis Agriculture Chief
- Attendance at the Sierra County Economic Development Workshop
- Attendance at the Don Clark honorarium dinner
- Work at the West End Park
- Lost and Found Gravel Grinder
- Elks fundraising breakfast for the Plumas County Library on June 5th, at the Portola Park
- Review of Adult Education Grant applications,
- Meeting with local area fire department Chief's and Board members

Councilmember Oels reported on his attendance at the Integrated Regional Watershed meeting and noted that he will be working with Staff to re-open the Turner Springs for free firewood.

B. Staff Communications

Robert Meacher reported on the following:

- Community Development Meeting
- Lost and Found Gravel Grinder

- IRWM Meeting
- Meeting with the Schomac group
- Meeting in Reno with the Vice Mayor
- A-15 project status

6. CONSENT CALENDAR

- A. **Minutes** – Adopt the minutes of the City Council special meeting held on May 4th, 2016 and the regular meeting held on May 11, 2016.
- B. **Claims** – Adopt Resolution No. 2281 authorizing payment of claims for the period of May 7, 2016 through May 20, 2016.

Finding no Council or public comment, Mayor Pro Tem Larrieu made a motion to adopt the minutes special meeting held on May 4th, 2016 and the regular meeting held on May 11, 2016 and adopt Resolution No. 2281 authorizing payment of claims for the period of May 7, 2016 through May 20, 2016. Councilmember Gault seconded the motion and it was unanimously approved.

7. PRESENTATIONS

- A. **Portola Family Resource Center/Plumas Crisis Intervention Family Resource and Wellness Centers** – Presentation from representatives for the Portola Family Resource Center discussing rollout of the wellness center.

Charla Rush, site supervisor for the Plumas Crisis Intervention, Family Resource & Wellness Center in Portola gave a detailed presentation about the organizations mission, goals and services. The Council thanked her for her dedicated work and presentation.

- B. **Certificate of Appreciation** – Presentation of a Certificate of Appreciation to former Portola Volunteer Fire Department Chief, Henry Johnson.

This agenda item was continued per Henry Johnson being unavailable.

8. ORDER OF BUSINESS

- A. **Solid Waste Collection and Recycling** – Consider adoption of Ordinance No. 343, An Ordinance of the City Of Portola, Amending Chapter 8.04 of the City of Portola Municipal Code Providing for Regulation of Solid Waste Collection and Recycling. Discussion and possible action.

City Manager Robert Meacher presented the Council with the staff reported which outlined the past Council action, procedures, and ordinance. Finding no Council or Public comment Councilmember Oels made a motion to adopt Ordinance No. 343, An Ordinance of the City Of Portola, Amending Chapter 8.04 of the City of Portola Municipal Code Providing for Regulation of Solid Waste Collection and Recycling. Councilmember VanDahlen seconded the motion and it was unanimously approved during a roll call vote.

- B. **City of Portola Fire Department** – Review and Discuss Fire Department Budget Amendments. Discussion, possible action.

Susan Scarlett presented the Council with a request from the fire department for a budget amendment to move \$12,000 for turnouts and \$8,300 for pagers into the current fiscal year, based on needs due to an increase in volunteers. Finding no Council or Public comment Councilmember Van Dahlen made a motion

to approve the budget amendment as presented. Councilmember Oels seconded the motion and it was unanimously approved.

- C. **Personnel Policy** – Consider updates to sections 10.2 and 17.4 of the Personnel Policy and addition of Section 15.2.5. Discussion, possible action.

Susan Scarlett reported that as part of the 2015-2016 budget the Council voted to change the step program for new employees, add a longevity increase and to add an Employee health insurance opt-out option of \$400.00 per month. Susan presented the Council with amendments in section 10.2 and section 17.4 of the personnel policy reflecting these changes. Mayor Powers asked for public comment and finding none Mayor Pro Tem Larrieu made a motion to approve the amended personnel policy. Councilmember Oels seconded the motion and it was unanimously approved.

- D. **ADA Park Improvements, CDBG** – Report on progress of the ADA improvements at West End Park and City Park. Discussion, possible action.

Karen Downs gave the Council a report on the status of the improvements and budget at West End Park and the City Park. The Council thanked Karen for the update, no further action was taken.

- E. **“Lost and Found” Bike Race** – Discussion and coordination regarding City participation in the upcoming Lost and Found Bike Race. Discussion, possible action.

The Council coordinated coverage at the aid station for the Lost and Found Gravel Grinder Bike Race. No action was taken.

- F. **Community Development Committee** – Presentation of topics covered at the Community Development Committee meeting. Discussion, possible action.

Councilmembers Van Dahlen and Gault reported on the Community Development Committee meeting and the committee’s plans to begin working to foster a resurgence on Commercial Street. Mayor Powers suggested working with the Sierra Business Council. No action was taken.

10. CLOSED SESSION

- A. **Existing Litigation** - Pursuant to Government Code Section 54956.9(d)(1), City of Portola vs. State of California Department of Fish & Game, Case No. CV09-00065.
- B. **Anticipated Litigation** – Pursuant to Government Code Section 54956.9(d)(4), Deciding whether to initiate litigation, two cases.

There was no reportable action.

11. ADJOURNMENT

Mayor Pro Tem Larrieu made a motion to adjourn the meeting at 8:31 p.m. Councilmember Oels seconded the motion and it was unanimously approved.

Respectfully Submitted,

Melissa Klundby, City Clerk

May 25, 2016