

**REGULAR MEETING MINUTES
PORTOLA CITY COUNCIL
35 THIRD AVENUE | PORTOLA, CA 96122
NOVEMBER 10, 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 6:00 p.m.

2. PLEDGE OF ALLEGIANCE

Mayor Powers let the pledge of allegiance.

3. ROLL CALL

Councilmembers Tom Cooley, Phil Oels, 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, and Deputy City Clerk Tara Kindall were also present. Councilmember Stan Peiler was absent.

4. PUBLIC COMMENT

BJ does not want the proposed paving to narrow the highway in Portola. There were no other citizens who wished to comment.

5. CITY COMMUNICATIONS

A. City Council Communications/Committee Reports

Councilmember Oels reported that he did not attend any meetings, but he did submit the Fire Wise application.

Councilmember Cooley reported that he attended a Sheriff's Contract Ad Hoc meeting, a Fire Study Group meeting kick off with consultants, and a LAFCo meeting.

Mayor Pro Tem Morton reported that she attended two Sheriff's Ad Hoc committee meetings and a Fire Study Group meeting.

Mayor Powers reported that he attended a LAFCo meeting, he and Lauren met with Hannah Hepner and Danielle, he also attended a STAC Committee meeting which is a sub committee of the Transportation Commission.

B. Staff Communications

There were no Fire or Sheriff's reports tonight.
Melissa Klundby with Air Quality reported that we are in the winter curtailment period now.

C. City Manager Report

City Manager Knox reported that the Old Town Christmas and Renegade Light Parade planning is underway. Currently, the Marketplace will be downtown from 3-7 PM with, hopefully, a raffle for the kids, the Renegade Light Parade will begin lining up at 5:15 and begin at 5:30. The route takes approximately 45 minutes. Still working on some of the other pieces for that event. There was a request to have a community meeting regarding the Disc Golf Course to talk about the area and desired outcomes. She was involved with the Sheriff AD Hoc Committee meeting, the LESSG meeting, and met with Hannah Hepner. She also reported that Karen Downs, the City Planner, has been working on the General Plan update to include items following the Community Development Committee meetings. She also attended a SCORE Board meeting and training.

6. CONSENT CALENDAR

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

- A. Claims** – Adopt Resolution No. 2488 authorizing payment of claims for the period of October 22, 2021 through November 1, 2021.

Accounts Payable:	\$ 47,946.54
Payroll:	<u>\$ 29,898.46</u>
Total:	\$ 77,845.00

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

7. ORDER OF BUSINESS

- A. Resolution No. 2489 Concerning COVID Remote Meetings.**

Deputy City Clerk Kindall presented for Council's consideration Resolution No. 2489 which re-ratifies the proclamation of a state of emergency and re-authorizing remote teleconference meeting of the legislative bodies of the City of Portola. Councilmember Cooley moved and Councilmember Oels seconded a motion to adopt Resolution No. 2486:

A Resolution of the City Council of the City of Portola proclaiming a local emergency persists, re-ratifying the proclamation of a state of emergency by the Governor of California Executive Order N-29-20, and re-authorizing remote teleconference meetings of the

legislative bodies of the City of Portola for the period of November 13, 2021 to December 13, 2021 pursuant to Brown Act provisions.

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

Roll call vote, no: none.

Roll call vote, absent: Peiler.

B. Holiday Schedule.

Deputy City Clerk Kindall reviewed the annual holiday schedule for the Thanksgiving and Christmas holidays. Normally, the second meeting in the months of November and December are cancelled due to their close proximity to the holidays, however, the second meeting in December, the 22nd, needs to be kept on Council's calendar to allow for a public hearing.

Mayor Pro Tem Morton moved and Councilmember Oels seconded a motion to cancel the Regular meeting of November 24, 2021.

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

Roll call vote, no: none.

Roll call, absent: Peiler.

C. SB1383 Resolution No. 2490 – CalRecycle Organic Waste.

City Manager Knox reviewed SB 1383, legislation that would institute mandatory organic collection services. Tom Valentino, our Solid Waste Consultant expanded further that for rural communities within California, such as ours, an exemption can be obtained for a five-year period.

Councilmember Oels moved and Councilmember Cooley seconded a motion to approve Resolution No. 2490 to obtain an exemption from organic waste collection requirements until December 31, 2026.

A Resolution of the City Council of the City of Portola affirming an exemption from the requirements of mandatory organics collection services.

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

Roll call vote, no: none.

Roll call vote, absent: Peiler.

D. Intermountain Disposal (IMD) Automated Side Loader Request.

City Manager Knox state that the City has received a request from IMD to use an automated side loader, which would require that the all customers stop using their own trash can and begin to use the waste carts provided by IMD. This would increase the cost of the service to our citizens. Out of 788 total residential customers, 183 supply their own cans. IMD has agreed to waive the waste cart delivery fee if this is approved. A brief discussion ensued.

Councilmember Cooley moved and Councilmember Oels seconded a motion to direct staff to amend the Franchise Agreement with IMD to allow for their requested use of an automated side loader.

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

E. Code Enforcement Presentation.

Code Enforcement Officer Irma Gowin gave a thorough presentation and overview of code enforcement services. A brief discussion ensued.

F. COVID-19 Update.

City Manager Knox reviewed the essential worker pay that was instituted at the beginning of the pandemic. It was not known at that time that this would continue for over a year. The employees understood that this was a temporary increase and now that significant measures have been put in place to ensure employee and customer safety, so it's time for Council to think about how they would like to proceed. A brief discussion ensued. Mayor Pro Tem Morton moved and Councilmember Cooley seconded a motion to discontinue the essential worker pay by the end of the current pay period.

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

Roll call vote, no: none.

Roll call vote, absent: Peiler

City Manager Knox also mentioned that there is a program from the State about utility bills in arrears, so that is being looked at to ascertain if this would be something the City could utilize to help with the utility customers impacted by the pandemic.

8. Closed Session – Conference with Legal Counsel – Anticipated Litigation.

Closed session pursuant to Government Code section §54956.9(d)(2), one case.

Mayor Powers recessed the Regular meeting at 7:58 p.m. to go into closed session.

Mayor Powers reopened the Regular meeting at 8:30 p.m. and stated that there was no action taken in the Closed Session.

9. ADJOURNMENT

There being no further business Mayor Powers adjourned the meeting at 8:30 p.m.

Tara Kindall, CMC
Deputy City Clerk