

**PORTOLA CITY COUNCIL  
MEETING MINUTES**

**June 25<sup>th</sup>, 2014**

**7:00 p.m.**

**1. CALL TO ORDER**

Mayor Oels called the meeting to order at 7:00 pm.

**2. PLEDGE OF ALLEGIANCE**

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

**3. ROLL CALL**

Councilmembers Larrieu, Powers, and Morton, Mayor Pro Tem Gault and Mayor Oels responded to the roll call. City Manager Robert Meacher, City Planner Karen Downs, City Clerk Melissa Klundby and City Attorney Steve Gross were also in attendance.

**4. PUBLIC COMMENT**

Larry Douglas addressed the Council and voiced his concerns about the Council's responsibility to sustain local businesses, creating jobs and directing the City Manager to focus on economic development.

Terri Woods identified herself as Concerned Citizen and read the Council several cases regarding liability and sidewalk maintenance.

**5. CITY COMMUNICATIONS**

**A. City Council/Committee Reports**

Councilmember Larrieu reported that he had recently attended the Transportation Commission meeting and that they are currently discussing their budget.

Mayor Pro Tem Gault reported that the "I Love Portola" group had successfully held another community cleanup day on the west side of Portola and that they are sponsoring a community yard sale to help raise funds for the group. She also reported the schedule for the Portola Concert in the Park series was established and would begin on Friday, July 11<sup>th</sup>.

Councilmember Powers reported that he had attended the 20,000 Lives meeting and that the group is seeking to incorporate services for every Plumas County citizen. Councilmember Powers also attended a meeting with Plumas County Mental Health regarding a State Mental Health Policy that would facilitate mental health services in the local schools.

Councilmember Morton reported that she had attended the local Americans with Disabilities Information Act meeting at Plumas bank, where information was given regarding ADA law compliance. Councilmember Morton then reported that the Christmas Angel Tree Program would be hosting a Christmas in July, a fundraising event at Longboards in Graeagle on July 14<sup>th</sup>.

Mayor Oels thanked the City Public Works staff for the excellent job they have done cleaning up and maintaining the Riverwalk. He also reported the he is researching a grants offered through the Elks National Foundation for parks.

## **B. Staff Communications**

None.

## **C. City Manager Report**

Robert Meacher, City Manager reported on the following items:

- Upcoming meetings with County representatives regarding the transfer of the of the Lake Davis treatment plant to the City.
- Requirements by the State for an operational manual for the Lake Davis treatment facility.
- Calls made to representatives from the State Water Resources Control Board regarding conjunctive use and water rights for the springs traditionally used by the City for water resources.
- Meetings with representative from the Grizzly Lake Community Services District regarding drafting an agreement allowing the District to hook up to and use water from the Lake Davis treatment plant.
- Conversations with the Plumas County Sheriff who anticipated additional AB109 funds that will be targeted at cities.

## **6. CONSENT CALENDAR**

A. **Minutes** - Adopt the minutes of the Regular City Council meeting held on June 11, 2014.

B. **Claims** - Adopt Resolution No. 2209 authorizing payment of claims for the period of June 7<sup>th</sup>, 2014 through June 20<sup>th</sup>, 2014.

Accounts Payable: \$ 86,640.33

Payroll: \$ 22,916.61

Total: \$109,556.94

Councilmember Powers made a motion to adopt the minutes of the Regular City Council meeting held on June 11, 2014 and Resolution No. 2200 authorizing payment of claims for the period of June 7<sup>th</sup>, 2014 through June 20<sup>th</sup>, 2014. Councilmember Morton seconded the motion. The motion was unanimously approved.

## **7. PUBLIC HEARINGS**

A. **Public Hearing – 2014/2015 Operating Budget** - Receive public comment and consider adoption of Resolutions Nos. 2210, 2211 & 2212 adopting the 2014/2015 Appropriations Limit, Fee Schedule and Operating Budget. Receive public comment, discussion and possible action.

Mayor Oels opened the Public Hearing and asked for public comment. Larry Douglas commented that he believes 100% of the monies from the COPS grants should be used to fund the Sheriff's Department. Finding no further public comments Mayor Oels closed the public hearing.

Councilmember Larrieu made a motion to approve Resolution No. 2210, A Resolution of the City Council of the City of Portola Approving and Adopting the Annual Appropriations Limit for Fiscal Year 2014-2015, Resolution No. 2211 A Resolution of the City Council of the City of Portola Adopting Monthly Rates for Water and Wastewater, and Resolution No. 2212 A Resolution of the City Council of the City of Portola

Approving the Operating Budget for Fiscal Year 2014/2015. Mayor Oels seconded the motion and it was approved, 5-0 during a roll call vote.

## **8. ORDER OF BUSINESS**

**A. Care Flight Presentation**- Presentation by representatives from Care Flight regarding possible formation of a City of Portola Employee Group. Discussion and/or possible action.

The City Clerk reported that representatives from Care Flight were unable to be in attendance at this meeting. Mayor Oels requested that the item be tabled to a later meeting date.

**B. City of Portola Pool Operations**- Discussion regarding admittance fee waivers and discounts and July 4<sup>th</sup> holiday and Railroad Day's operations schedule. Discussion and/or possible action.

The Council discussed several issues relating to pool operations including scheduling and pricing during the 4<sup>th</sup> of July weekend and Railroad Days; large group discounts, and free admission guidelines for volunteer firefighters. Members of the public questioned if the free pool admissions would be extended to outlying firefighting agencies. Staff reminded the Council that in the past the Council had directed the Pool Manager to extend free admission to Portola Volunteer Firefighters and their families as an incentive for joining the Portola Fire Department.

After further discussion the Council directed staff to review pool fees and admissions and to set a Public Hearing for July 25<sup>th</sup>. The Council authorized the Pool Manager to reduce pool admissions to \$1.00 during the 4<sup>th</sup> of July, reduce staffing and pool hours of operation for the 5<sup>th</sup> and 6<sup>th</sup> of July, offer free admission during Railroad Days and to offer free admission to Portola Firefighters and their families.

**C. Update on Grant Activity provided by High Sierra Grants**- Discussion reviewing grant activity and progress with High Sierra Grants. Discussion, possible action.

Staff presented the Council with information provided by Cathy Rahmeyer of High Sierra Grants. The information outlined grants submitted, awarded and in development. Council expressed concerns that many of the grants had already expired and with the lack of information pertaining to grant follow up.

Robert Meacher, City Manager noted that he has a working relationship with a grant writing firm from Chico and would request a presentation by the company at a future meeting date.

**D. Landfill Closure**- Presentation and report from Tom Valentino for consideration of a request for bid for Landfill Closure documents. Discussion and/or possible action.

Steve Gross, City Attorney presented the Council with a Request for Bid for closure construction of Portola Landfill, prepared by Tom Valentino. Mr. Gross explained that the RFB is a notice to contractors that the City is soliciting bids to install the landfill final cover system and that if State approves the Closure Plan within the next three weeks, staff will likely have enough time to issue the RFB for closure construction this season. Staff requested that the City Council approve the RFB before the State issues their approval of the Closure Plan to allow for immediate issuance of the RFP following State approval which would improve chances for getting the final closure construction completed this year.

Following a brief discussion Councilmember Morton made a motion to authorize staff to release the Request for Bid for closure construction of Portola Landfill upon receipt of State of California approvals, if approvals

are received within the next three weeks. Councilmember Larrieu seconded the motion and it was unanimously approved during a roll call vote.

**E. Local Drought Preparedness Task Force Meeting** - Presentation and report from City Manager, Robert Meacher. Discussion and/or possible action.

Mayor Oels appointed himself and City Manager Robert Meacher to represent the City on the Local Drought preparedness task force. Mayor Oels appointed Mayor Pro tem Gault as an alternate to the committee.

**F. Community Service Officer** – Review and discussion of Community Service Officer Uniform. Discussion and/or possible action.

The Council discussed Leah Turner returning to Community Services Officer duties as of July 7<sup>th</sup>, 2014 and addressed uniform options. Mayor Oels asked for public comments and members of the public requested that the CSO look authoritative and wear an official uniform. After continued discussion Mayor Oels asked for a motion.

Councilmember Powers made a motion to authorize the Community Services Officer, Leah Turner to dress in a uniform of her choice. Mayor Oels seconded the motion and it was unanimously approved.

**G. Woodstove Change out Program** – Review and discussion of the City of Portola Woodstove Change Out Program. Discussion and/or possible action.

Councilmember Larrieu recused himself from the agenda item, since he has a Woodstove Change Out request on file.

Staff reported that due to recent increase in interest in rebates for the woodstove change out program it has come to the attention of Staff that a formal policy was never adopted. In 2009 a MOU between the City and County was adopted and funds were made available for the change out program. In 2014 Northern Sierra Air Quality Management District approved approximately an additional \$5,000 to be used for the City of Portola's Woodstove Change Out program. Approximately 7 woodstove rebates have been approved since the funds were made available in 2009.

City Manager Robert Meacher reported that he will be meeting with representatives from the Northern Sierra Air Quality Management District and that significant additional funds may be available for programs such as this in the near future. Finding no Public Comment the Council was in consensus that rebates for the Woodstove Change Out program be approved at \$1,000.00.

## **9. ADJOURNMENT**

There being no further business to discuss, Mayor Oels adjourned the meeting at 8:25 p.m.

Respectfully Submitted,

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Melissa Klundby, City Clerk