



**City of Portola  
Minutes  
Regular Meeting  
July 12, 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.

Councilmember Stan Peiler was not present for Roll Call and Reports; he was present starting with the Consent Agenda.

A. Pledge of Allegiance  
Lead by Mayor Bill Powers

B. Roll Call  
Present: Mayor Bill Powers, Mayor Pro Tem Pat Morton, Councilmember Stan Peiler, Councilmember Leah Turner, Councilmember Jim Murphy  
Staff Present: Interim City Manager - Jon Kennedy, Deputy City Clerk - Jason Shaw, Financial Officer Susan Scarlett (remotely) ,City Attorney -Steve Gross (remotely), Engineer - Dan Bastian

**2. Public Comments**

Sandra from the Public raised a concern about the timing of the Gravel Grinder with next year's Little League season.

**3. CITY COMMUNICATIONS**

**A. City Council Communications / Committee Reports**

Mayor Pro Tem Pat Morton: Attended Plumas County Board of Supervisors meeting, attended the LESSG meeting, and attended Music in the Park. Also went to the Little League All Stars Game on the 4th of July.

Mayor Bill Powers: Attended Music in the Park. He wants the City Council to think about their committee appointments and how they could get more involved with their committees.

Councilmember Leah Turner: Nothing to Report.

Councilmember Jim Murphy: Nothing to Report.

Councilmember Stan Peiler: Absent during report.

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

No Fire Report.

Sheriff's Report by Tom Klundby: It was a busy month. Had 410 calls in the area with 121 specifically in the City of Portola.

Air Quality Report by Mikki Brown: No major updates, still looking for volunteers for the Purple air monitor program.

**C. City Manager Report**

Constantly working on pot holes. Recently the city repatched the asphalt on Gulling St off of Highway 70. The city took in \$12,200 in revenue from the Gravel Grinding camping.

Still working on water shut offs due to the COVID regulations that prohibited us from taking any action on delinquent accounts. There were over 140 shut offs to process last month and there will be more shut offs this month but the past due balances are much smaller.

The City has been helping customers pay off their outstanding balances by offering payment plans and using outside agencies for funding. So far, the City of Portola has been able to get over \$17,000 from Project Go to help pay for customer's past due utility bills.

#### 4. **Consent Agenda**

A. **Claims**- Adopt Resolution No. 2555 authorizing payment of claims for the period of June 29, 2023 though July 12, 2023  
Accounts Payable: \$98,005.57  
Payroll: \$38,081.19  
Total: \$136,086.76  
AP Check Run #44965- 45007  
Payroll Check Run #17272 - 17280

B. Approval of the Minutes from 6-28-23

Mayor Pro Tem Pat Morton motioned to approve. A second was made by Councilmember Stan Peiler.

The motion passed with the following vote:

5 **In Favor**   0 **Opposed**  
0 **Abstained**   0 **Absent**

Mayor Pro Tem Pat Morton had a correction on item 5 on the minutes from 6-28-23; Councilmember Stan Peiler should be marked as absent instead of opposed; motion to approve Claims Agenda as amended.

#### 5. **Contract 22 - Portola STIP - North Loop Phase 1 Progress Payment No. 2**

Engineer Dan Bastian went over the next progress payment for the North Loop Phase 1 project. He explained that this payment is for the work though June 26th and is asking for approval in the amount of \$132,393.04.

A member of the public praised the efforts of the workers on the project.

Councilmember Leah Turner had a question about the amount of Joy street being worked on. Engineer Dan Bastian explained the specifics.

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

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

#### 6. **Adjournment**

Mayor Bill Powers Adjourned the meeting at 6:31 PM