

**REGULAR MEETING MINUTES
PORTOLA CITY COUNCIL
35 THIRD AVENUE | PORTOLA, CA 96122
SEPTEMBER 9, 2020 | 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. Member of the public were able to join the meeting via Zoom live streaming. Mayor Oels called the meeting to order at 6:00 p.m.

2. ROLL CALL

Councilmembers Tom Cooley, Pat Morton, Stan Peiler, Mayor Pro Tem Bill Powers, and Mayor Phil Oels responded to the roll call. City Manager Lauren Knox, City Attorney Steve Gross, Finance Officer Susan Scarlett, Deputy City Clerk Tara Kindall, and Code Compliance Officer Kevin Sankey were also present.

3. PUBLIC COMMENT

Mayor Oels called for any public comment. There were no comments submitted in writing prior to the meeting and no one on the Zoom meeting platform engage in making any comments via the live streaming or chat platform.

4. CITY COMMUNICATIONS

A. City Council Communications/Committee Reports

Councilmember Morton reported that she attended a Fire Ad Hoc Committee meeting.

Councilmember Cooley reported that he also attended a Fire Ad Hoc Committee meeting, he also complimented City Staff regarding the removal of two large pine trees at City Hall and adding screening to further Firewise safety to the building.

Mayor Pro Tem Powers had nothing to report.

Councilmember Peiler did not attend any meetings but reported that he does see improvement with the abandoned vehicle abatement in effect now.

Mayor Oels reported that he is keeping a close eye on the Claremont fire.

B. Staff Communications/Fire Chief Report

Fire Chief's Report: For the month of August 2020 there were 9 medical calls, 1 fire check, 1 appliance fire, and 1 loading zone for a total of 12 calls. The City's

brush truck has been removed from service. It has failed numerous times on vegetation fires. The vehicle was taken to High Desert Fire Equipment in Reno for an inspection. He will meet with Public Works Director Roberts and go over the inspection findings. He will have a list with pictures that Mr. Roberts can discuss with the company that built the truck. Mr. Roberts said that the vehicle is under warranty. He continued to voice his concerns to the City Council on how long it has been since the City has tested the fire hydrants. His concern continues especially under these extreme fire conditions. This goes hand in hand with his previous concerns over the trash and debris that continues to build in and around the city.

C. City Manager Report

City Manager Knox reported on the following: she attended a board meeting for SCORE; a Sacramento Valley Division of City Managers meeting; keeping apprised of all the fire related information; working on the reporting for the Cares Act funding with Finance Officer Scarlett; a scrap metal company was located to take the abandoned vehicles and trailers; still experiencing vandalism with the bear statutes, string lights at the City Park as well as a huge mess at the Skate Park we continue to pursue a better surveillance system to monitor the area; the second public hearing for the Conditional Use Permit for the monopine cellular tower took place on August 27th and a notice of determination was issued on September 1st approving the CUP, as a reminder to Council the appeal period lasts until September 21st so please refrain from commenting or engaging in conversation concerning this CUP as they are the appellate body if an appeal is filed within that time.

5. CONSENT CALENDAR

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

- A. **Claims** – Adopt Resolution No. 2444 authorizing payment of claims for the period of August 21, 2020 through September 4, 2020.

Accounts Payable:	\$ 48,649.65
Payroll:	<u>\$ 42,866.40</u>
Total:	\$ 91,516.05

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

6. ORDER OF BUSINESS

A. Ordinance 359 – Amend and Restate Ordinance 354.

City Manager Knox reported that this ordinance was introduced at the August 12th meeting. Since the introduction of the ordinance at the August 12th meeting, a small error stemming from Ordinance 354 was noticed and corrected in Ordinance 359 as noted in the staff report. Staff recommends adoption of Ordinance 359.

Councilmember Morton moved and Councilmember Peiler seconded a motion to approve and adopt Ordinance No. 359: *An Ordinance of the City of Portola, County of Plumas amending Chapter 15.10 of the City of Portola Municipal Code providing for regulation of wood stoves and fireplaces and the prohibition of the open burning of yard waste.*

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

Roll call vote, no: none.

B. Digital Path Fire Station Rood Lease.

City Manager Knox stated that she was approached by a representative from Digital Path requesting lease space for the roof of the Southside Fire Station. The lease amount that the City could expect would be around \$500-\$800 a month. It would not impact the building or require any City resources. The building has the height and location needed for the internet antennas and repeaters. Mayor Oels called for public comment on this item. Deputy City Clerk Kindall read into the record a statement sent by Heidi Hart asking City Council to deny Digital Path's request. Bob Marshall, General Manager of Plumas Sierra Telecommunications, stressed the importance of wireless service, a strong wireless infrastructure, and to use science to analyze the best interest of Portola. Josh Hart, representing Plumas Wired, a group of concerned citizens, stated that they are strongly opposed to Digital Path's request as wireless technology isn't as reliable as wired technology and is a danger to people's health. Carol Mero spoke to finish Mr. Hart's letter and expressed her concerns from a health standpoint. A brief discussion ensued. Council consensus was to have the City Manager get more information from Digital Path and revisit this at a future meeting.

C. Beckwourth Fires Services Contract.

City Manager Knox reviewed some history on this item. Councilmembers Morton and Cooley gave more detail about the contract for fire service with Beckwourth Fire District. This contract is very similar to the existing contract with Eastern Plumas Rural Fire Protection District (EPRFPD). The Fire Ad Hoc committee felt that Beckwourth was able to provide some specific additional services that would benefit the City. They feel that it is important for the citizens to see the stations here in Portola being more active. They also felt that this would demonstrate an example of a possible organizational structure for the Local Emergency Services Study

Group if were they to consider a reorganization process in the future. The committee recommends that the Council approve the contract and termination proceedings with EPRFPD. Mayor Oels then invited public comment. Doug McCoy, the CEO for Eastern Plumas Health Care (EPHC) stated that he appreciated being invited to be in the Fire Ad Hoc committee meetings pertaining to this contract and requests that EPHC continue to be included. Corina, the EPHC Ambulance manager, echoed Mr. McCoy's statements about EPHC being involved in this process and to continue with the heart safe program. Bret, Beckwourth Fire District Chief, wanted to reiterate that Beckwourth Fire will continue to respond to all medical calls until the tiered response system is fully in place and working smoothly. Leah Turner expressed concern about a part of the contract that would have the Fire District evaluating what would be a minor medical call. A brief discussion ensued.

Mayor Pro Tem Powers moved and Councilmember Cooley seconded a motion to approve the contract for fire and emergency services between the City of Portola and the Beckwourth Fire District, and authorize the City Manager to provide written notice to the Eastern Plumas Rural Fire Protection District, terminating the existing contract.

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

Roll call vote, no: None.

D. Fire Preparedness.

City Manager Knox reviewed some background information about this item. There is an attached draft fire preparedness document for Council consideration and staff is requesting direction regarding the content and distribution of said document. Discussion ensued.

Councilmember Peiler moved and Mayor Pro Tem Powers seconded a motion to approve the fire preparedness document, mail it to residents in our utility billing database, and a budget amendment not to exceed \$1,200 for this project.

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

Roll call vote, no: None.

E. COVID-19.

City Manager Knox brought before Council items regarding COVID-19 response that Council wanted to renew every 60 days. These items are: 1. continue to waive utility billing penalty charges; 2. keeping City Hall closed; and 3. keeping the Emergency Declaration in place. Discussion ensued. Council consensus was to keep things as they are and revisit in another 60 days.

7. ADJOURNMENT

There being no further business Mayor Oels adjourned the meeting at 7:48 p.m.

Tara Kindall

Tara Kindall, CMC
Deputy City Clerk

I, Tara Kindall, Deputy City Clerk for the City of Portola, do hereby certify that this document is a true original copy of the September 9, 2020 Minutes of the City of Portola City Council.

Tara Kindall

Tara Kindall, CMC
Deputy City Clerk

