



City of Portola
Minutes
Regular Meeting
July 10, 2024 06:00 PM
35 Third Ave, Portola, CA 96122
<https://www.cityofportola.com/>

1. Call to Order

The meeting was called to order at 6:02 pm by Mayor Pat Morton.

A. Pledge of Allegiance

Led by Mayor Pat Morton

B. Roll Call

Present: Mayor Pat Morton, Mayor Pro-Tem Jim Murphy, Councilmember Bill Powers, Councilmember Mikki Brown

Absent: Councilmember Leah Turner

Staff Present: Interim City Manager - Susan Scarlett

2. CITY COMMUNICATIONS

A. City Council Communications

Mayor Morton attended the Beckwourth Peak Fire Protection District meeting and the Big Boy event at the Railroad Museum.

Councilmember Brown attended the Big Boy event and said it was wonderful. She also attended the Lost Sierra Chamber meeting where the topic was homeowners' insurance. There was discussion on how the Fire Wise Program may be beneficial for insurance. Councilmember Brown said she will follow up on the status of Fire Wise for the City.

Mayor Pro-Tem Murphy also attended the Big Boy event and discussed how many people it brought to town and hoped the businesses were happy with that.

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

Sergeant Klundby reported on calls from May 1st through July 10th. There were 591 calls taken by Dispatch over that time period and that covered the areas around Portola as well. Portola had 277 of those calls which ranged from calls involving people and property to alarms, animal control and missing persons.

Air Quality reported that the seasoned firewood voucher program is extended to August 15th. Two chords of firewood, seasoned and split, are available with each voucher.

C. City Manager's Report

Interim City Manager Scarlett reported on attending the Big Boy event and how successful it seemed.

She also reported that the upcoming Transportation Commission meeting was cancelled and would be rescheduled to August 5th.

3. **Consent Agenda**

- A. Claims - Adopt Resolution No. 2590 authorizing payment of claims for the period of June 27, 2024, through July 4, 2024

Accounts Payable: \$201,311.24

Payroll: \$38,191.13

Total: \$239,502.37

AP SPECIAL CHK 46002

AP CHK RUN 46003 – 46055

AP VOID CHK 45994 and 45914

PAYROL CHK 17368 – 17384

PAYROLL REMIT CHK 17385

- B. Approval of the City Council Minutes from 6-26-2024 Special Meeting and 6-26-2024 Regular Meeting.

Councilmember Bill Powers motioned to approve. A second was made by Councilmember Mikki Brown.

The roll call vote:

Aye **Mayor Pat Morton** Aye **Mayor Pro-Tem Jim Murphy** Aye **Councilmember Bill Powers** Aye **Councilmember Mikki Brown** Absent **Councilmember Leah Turner**

4. **CSG Contract for limited Code Enforcement services**

Interim City Manager Scarlett discussed the need for a short term contract with CSG Consultants, Inc. Currently the City is seeking a new City Engagement Officer to train in code enforcement and abandoned vehicle abatement. Abandoned vehicle abatement is particularly needed and Scarlett encouraged the Council to consider the short term contract to provide this service and others.

The motion was made by Mayor Pro-Tem Jim Murphy Second by Councilmember Bill Powers
Roll Call vote

Aye **Mayor Pat Morton** Aye **Mayor Pro-Tem Jim Murphy** Aye **Councilmember Bill Powers** Aye **Councilmember Mikki Brown**

Absent **Councilmember Leah Turner**

5. **Adjournment**

The meeting was adjourned at 6:25 p.m.