



City of Portola
Minutes
Special Meeting
July 25, 2024 05:30 PM
424 East Sierra, Portola, CA 96122
<https://www.cityofportola.com/>

1. Call to Order

The meeting was called to order at 5:30 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: City Attorney Steve Gross, Interim City Manager Susan Scarlett

2. Public Comments

Prior to the opening of public comment Mayor Morton requested the City Attorney comment on the legality of this special meeting which is being held at an alternate location due to fire evacuations within the City of Portola

Mr. Gross explained that the special meeting agenda had been properly posted and the meeting could be held using the posted agenda.

A woman who did not identify herself but is believed to be Deborah Bress (no address within the City provided) objected to the meeting being held and continued to voice concerns with the legality of the meeting after being repeatedly asked to allow the meeting to continue and being warned that she would be removed if her disruptive behavior continued. Law Enforcement was called because of her continued disruptive conduct.

Continuing with public comment.

Bruce Martin, USFS CA Team 10 Incident Management Team, provided an update on the Gold Complex Fire. He reported that the Plumas County Sheriff had just downgraded evacuation levels with mandatory evacuations being lowered to warnings and evacuation warning areas being lifted. He thanked all agencies involved in the fire fighting efforts.

Jack Rosevear, Beckwourth Peak Fire Protection District Chief, was introduced by Susan Scarlett. Chief Rosevear reported that during the fire conditions the new Beckwourth Peak Fire District was working in conjunction with all federal, state and local agencies providing services to the fire. He noted that it showed a good model of all the agencies working together and thanked everyone for their efforts.

Lindsey Shaw (no address within the City provided) stated that she formerly objects to this meeting being held due to posting, evacuations, time limits on agenda comments and lack of accessibility.

Deborah Bress requested the City Council reconsider the purchasing policy that was approved at a prior meeting.

3. City Communications

A. City Council Communications

Councilmember Brown stated that she hopes everyone is safe during this stressful time with the fire.

Councilmember Powers thanked the public responders and law enforcement personnel.

Mayor Pro Tem Murphy reported on his attendance at the Airport Land Use Commission meeting. He also requested an item be placed on the next agenda to allow for the Council to discuss public records requests and receive a report on the costs associated with those requests.

Mayor Morton reported that she had been going around talking with evacuees.

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

There were no reports from the Fire District or the Sheriff Department.

Mikki Brown reported that Air Quality had put out a health advisory for July 24-26 due to smoke.

C. City Manager's Report

Susan Scarlett reported that she had been attending the Gold Complex Fire briefings and due to the evacuation of City Hall it would take some time to bring City operations back to some form of normalcy. She explained the the Public Works crew had been working around the clock to assist with fire operations, and had been cooperating with Chief Rosevear.

4. Consent Agenda

A. Claims - Adopt Resolution No. 2591 authorizing payment of claims for the period of July 5, 2024 through July 18, 2024

AP CHK RUN 46056 – 46084 - \$265,798.49

AP VOID CHK 45967 - \$432.00

PAYROLL CHK 17386 – 17395 - \$28,706.80

PAYROLL REMIT CHK 17396 - \$129.03

TOTAL CLAIMS \$294,634.32

B. Approval of the City Council Minutes from 7-10-2024 Regular Meeting

C. Renew State of Emergency Proclamation

D. Ratify the City Council decision from July 10th regarding the CSG Short term Contract.

Items 4C & 4D were removed from the Consent Agenda and considered separately due to objections from the public relating to the posting of the agenda and scheduling of the special meeting due to fire evacuations. Consent Agenda items 4A & 4B were approved.

Mayor Pro-Tem Jim Murphy motioned to approve. A second was made by Councilmember Bill Powers.

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

5. Renew State of Emergency Proclamation

Susan Scarlett explained that the State of Emergency Proclamation was required to be renewed by action of the City Council. The emergency contains issues related to the bridge scour mitigation project and is necessary to allow the City to acquire funds to support the project.

Deborah Bress objected on her stated grounds that the public was never given an update on the bridge.

Mayor Pro-Tem Jim Murphy motioned to approve. A second was made by Councilmember Bill Powers.

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

6. Ratify the City Council decision from July 10th regarding the CSG Short term Contract

Susan Scarlett explained that this item had on a previous Council agenda and had been approved by unanimous vote. The agenda failed to state that the Council would be taking action, so the item had been placed on this agenda to ratify the vote.

Deborah Bress questioned if the contract was put out to bid.

Lindsey Shaw questioned the fiscal impact of the contract and its ending date.

Councilmembers noted that there was no required bidding for this type of contract and the end date of the contract is December 31, 2024.

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

7. Review the Emergency Proclamation for the Gold Complex Fire from July 24th and Adopt Resolution No. 2592 ratifying the Proclamation.

Susan Scarlett explained that this Proclamation is necessary for the City to receive funding for fire operations if needed. She noted that Plumas County had also passed an emergency proclamation relating to the Gold Complex Fire.

Mr. Gross explained that the City's Municipal Code gave authority to the Mayor to issue the proclamation with Council ratification coming at a later date.

Deborah Bress asked where the City's emergency plan is.

Lindsey Shaw objected to the proclamation due to various reasons.

Councilmember Bill Powers motioned to approve. A second was made by Mayor Pro-Tem Jim Murphy.

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

8. Amendment of Master License Agreement - EV charging stations

Susan Scarlett reviewed the EV Charging Station project and explained that Liberty Utilities would like start the project within 60 days. The amendment being requested would allow for two additional charging stations bringing the total to four.

Deborah Bress requested the City ensure that the current handicapped parking spaces remain in place. She also asked if this was an expense to the City and if the City would receive income from the project.

Lindsey Shaw noted that although she is excited for the charging station project she objected to this entire agenda.

After a brief discussion and review of the map it was noted that the City would retain the handicapped parking spaces and that the project will not cost the City nor will it provide income.

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

9. Sheriff contract for 2024-2025

The contract was approved to be forwarded to Plumas County for consideration.

Councilmember Bill Powers motioned to approve. A second was made by Mayor Pro-Tem Jim Murphy.

The roll call vote:

Aye Mayor Pat Morton Aye Mayor Pro-Tem Jim Murphy Aye Councilmember Bill

10. Backhoe Purchase

Susan Scarlett reviewed the request for funding of the purchase of a new backhoe. She explained that the City will be renting a backhoe at a cost of \$1500/week until a new one is purchased, or the old one is repaired.

Deborah Bress objected for various reasons stated.

Lindsey Shaw object for various reasons stated.

Councilmember Powers suggested the item should be delayed allowing for further research. It was the consensus of the Councilmembers present to place the item on a future agenda.

11. Closed Session

A. Closed Session pursuant to Government Code Section 54957 – Public Employee Performance Evaluation Interim City Manager

The meeting was adjourned to Closed Session at 6:55 pm. The Council returned to open session at 7:51 and the Mayor reported that there was no reportable action taken in closed session.

12. Adjournment

The meeting was adjourned at 7:51