



City of Portola

Minutes

Regular Meeting

September 25, 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 6:00 pm by Mayor Pat Morton.

Mayor Pat Morton read a statement, for the record, regarding members of the public disrupting Council meetings. Guidelines are outlined, and the public is informed that they may be removed from the public meeting. Lindsey Shaw comments.

A. Roll Call

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

Staff Present: Susan Scarlett, Interim City Manager/Finance Officer

B. Pledge of Allegiance

Led by Mayor Pat Morton

2. **Public Comments**

Lindsey Shaw comments regarding property on the corner of Commercial Street, Portola.

3. **City Communications**

A. City Council Communications

Councilmember Leah Turner continues to work with the Interim City Manager to solidify a location for a dog park.

Councilmember Bill Powers was contacted by a constituent regarding late night parties near the Portola Memorial Hall.

Councilmember Mikki Brown attended the Gold Mountain Fire Wise meeting. Discussion was held regarding updating fire wise information, and reactivating in the City of Portola.

Mayor Pro-Tem Jim Murphy attended the Eastern Plumas Healthcare District fundraiser; reached out to U.S. Representative, Kevin Kiley regarding the Portola bridge project.

Mayor Pat Morton - No report

B. Reports: Beckwourth Peak Fire Protection District/ Plumas County Sheriff/Northern Sierra Air Quality

Beckwourth Peak Fire Protection District: Susan Scarlett, Interim City Manager shares report from Jack Rosevear, Fire Chief. There is a request of the City Council to set a date, in 2025 for dedication of Station 1 in remembrance of City of Portola Mayor, Tom Cooley.

Plumas County Sheriff: No report

Northern Sierra Air Quality: Report and update by Councilmember Mikki Brown regarding winter curtailment.

C. Staff Communications

No report

D. Interim City Manager Report

Susan Scarlett, Interim City Manager gives a report and update on meetings attended and project updates.

Portola Bridge - various meetings with MGE, and Caltrans local assistance office regarding monitoring and funding.

Employee Hiring - the position of Accounting Technician has been filled, and the position of Administrative Clerk is open.

Code Enforcement - continue to work with Irma on a contract.

Meeting with Tracey Ferguson, Plumas County Planning Director regarding a resolution passed by the school district, adopting a \$5.17 per square foot economic impact fee on all new construction.

The annual audit is ongoing. Ms. Scarlett continues to work with the auditors, as needed.

4. **Consent Agenda**

A. Claims -

AP Checks 46202-46229 \$61863.02

Payroll Checks 17431-17434 \$28,436.48

Payroll Remit Check 17435 129.03

Total \$90,428.53

B. Adopt minutes of September 11, 2024

C. Proclamations for Emergencies - Renew the Emergency declaration for both the 2023 Winter storms and the Gold Complex Fire.

Adopted Resolution No. 2597, approving all claims, as recommended and submitted.

Approved minutes of September 11, 2024, as presented.

Approved Proclamations for Emergencies - Renew the Emergency declaration for both the 2023 Winter storms and the Gold Complex Fire.

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 Leah Turner** Aye **Councilmember Mikki Brown**

5. 2023-2024 Review of Financial Information and Budget Amendments

The Council received a report from Susan Scarlett, Interim City Manager/Finance Officer regarding changes to the original budget and other finance related items. The City Council approved budget amendments for the 2023-2024 Fiscal Year, as well as moving the balance of the MGE contract to the 2024-2025 budget.

Councilmember Leah Turner 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 Leah Turner** Aye **Councilmember Mikki Brown**

6. Closed Session

A. Closed Session pursuant to Government Code Section 54957 – Public Employee Appointment

City Manager

No Action

7. Adjournment

The meeting was adjourned at 7:07 p.m. by Mayor Pat Morton, to meet again on October 9, 2024 at 6:00 p.m.