



City of Portola

Minutes

Regular Meeting

November 13, 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.

A. Roll Call

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

Absent: Councilmember Mikki Battaglia

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

B. Pledge of Allegiance

Led by Mayor Pat Morton

2. **Public Comments**

None

3. **City Communications**

A. City Council Communications

Councilmember Bill Powers - Juvenile Justice Coordinating Council

Mayor Pro-Tem Jim Murphy - Meeting with US Representative, Kevin Kyle regarding the Portola bridge project; LAFCo meeting; Airport Land Use Commission meeting; meeting with Regina Martinez of Plumas Rural Services; compliments the Portola Historical Society on the completion of a building to house the 32 Le France Fire Engine

Councilmember Leah Turner - No report

Mayor Pat Morton - Meeting with staff member of US Representative, Kevin Kyle regarding Portola bridge project; attended the Beckwourth Peak Fire Protection District meeting; attended LAFCo

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

Beckwourth Peak Fire Protection District: Jack Rosevear, Fire Chief provided a written report and update on the Fire District which was included in the agenda packet.

Plumas County Sheriff: No report

Northern Sierra Air Quality: Susan Scarlett, Interim City Manager provides a report and update from Councilmember Mikki Battaglia regarding Northern Sierra Air Quality.

C. Staff Communications

None

D. Interim City Manager Report

Susan Scarlett, Interim City Manager reports the annual audit is complete, the audit is clean with no findings. The audit will be on the December 11, 2024 agenda.

4. **Consent Agenda**

A. Claims - Resolution No. 2599

October 23, 2024 Checks 46333-46387 \$117,692.73

November 13, 2024 Checks 46388-46519 \$112,070.21

Total AP \$229,762.94

Updated information on check numbers and the resolution will be available by the meeting.

B. Adopt minutes of the October 9, 2024 Regular Meeting

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

A) Adopted Resolution No. 2599, as presented and amended

B) Adopted Minutes of October 9, 2024 Regular Meeting

C) Renewed Emergency Declaration for both the 2023 winter storms and the Gold Complex Fires

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 Absent Councilmember Mikki Battaglia

5. **Modify the meeting dates for November and December**

Regular Meeting dates are confirmed for November 13, 2024 and December 11, 2024.

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 Absent Councilmember Mikki Battaglia

6. "Plan for Power Outage" Flyer

Upon report and recommendation of Susan Scarlett, Interim City Manager, the Council directed staff to copy the "Plan for Power Outage", in the blue colored copy as presented, and include the flyer in the utility bills at the beginning of December.

The "Plan for Power Outage" flyer has been prepared by Lori Pini of CalOES.

Councilmember Leah Turner 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 Leah Turner Absent Councilmember Mikki Battaglia

7. American Rescue Plan Act/State and Local Fiscal Recovery Fund usage of balance.

Discussion is held regarding the American Rescue Plan Act/State and Local Fiscal Recovery Funds. In 2021-2022 the City of Portola received \$461,697 of Fiscal Recovery Funds as part of the pandemic recovery efforts. At this time, the balance of the funds is \$87,809.75. Funds need to be fully obligated by December 31, 2024. Following discussion, Mayor Pro-Tem, Jim Murphy requests a detailed list of projects approved for the December 11, 2024 regular meeting. This matter is continued to December 11, 2024 to determine use of the remaining funds.

8. Closed Session

A. Closed Session Pursuant to Government Code Section 54956.9(d)(1), Conference with Legal Counsel, Existing Litigation – Claim of Jason Shaw

With regard to the claim of Jason Shaw, the Council took action to reject all portions of the claim that are timely (within the 180 days) and no action on the untimely portion of the claim.

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 Absent Councilmember Mikki Battaglia

B. Conference with Legal Counsel - Existing Litigation Pursuant to Gov. Code Section 54956.9 (d)(1) Conference with Legal Counsel, Existing Litigation – Claim of Lindsey Shaw

With regard to the claim of Lindsey Shaw, the Council took action to reject all portions of the claim that are timely (within the 180 days) and no action on the untimely portion of the claim.

Councilmember Leah Turner 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 Leah Turner** Absent **Councilmember Mikki Battaglia**

C. Closed Session pursuant to Government Code Section 54957 – Public Employee Appointment City Manager

The Council took no reportable action on item 8C

9. **Report from Closed Session** Items A and B are summarized in the minutes. In addition the City Council approved the Interim City Manager to execute an agreement with the Law Firm Jackson Lewis.

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** Absent **Councilmember Mikki Battaglia**

10. **City Manager Employment Agreement**

The City Council reviewed the City Manager employment agreement that had been presented in the agenda packet without a named candidate. City Attorney Steve Gross said that the agreement is between the City and Ryan Bonk. Attorney Gross reviewed the agreement terms including salary and benefits. After a unanimous vote of the Council members present Mr. Bonk was welcomed by the Council as the new City Manager

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** Absent **Councilmember Mikki Battaglia**

11. **Adjournment**

The meeting was adjourned at 7:51 p.m.