

**Tulelake City Council**  
**Regular Meeting Minutes**  
**January 05, 2021**

Mayor Ebinger called the meeting to order at 5:31 PM. Mayor Pro Term Marcillac and Council Members Velador, Fensler and Williams were all present. City Hall Administrator, Jenny Coelho; Chief of Police, Tony Ross; Finance Director, Will Sargent and interim Director of Public Works, Jose Perez were present. Present via Conference Call were City Treasurer, Sara Luscombe and City Administrative Clerk, Heidi Cureton. City Clerk, Raul Figueroa was absent.

**APPROVAL OF THE DECEMBER 15, 2020 REGULAR MEETING MINUTES**

Council Member Velador made a motion to approve the December 15, 2020 regular meeting minutes. Council Member Fensler seconded the motion. Motion carried. (Motion 21-01)

**APPROVAL OF THE BILLS**

Council Member Fensler made a motion to approve the bills presented on January 05, 2021. Council Member Velador seconded the motion. Motion carried. (Motion 21-02)

**COMMENTS FROM THE PUBLIC**

No public comments were made.

**COMMUNITY ORGANIZATIONS AND/OR TULELAKE BASIN JOINT UNIFIED SCHOOL DISTRICT UPDATE**

No representatives were present at the meeting to give an update.

**APPROVAL TO WRITE OFF NUMEROUS UNCOLLECTIBLE BAD DEBT ACCOUNTS**

The City Finance Director presented 6 bad debt accounts to Council to get permission to write them off. All debts were between 5 to 10 years old, and ranged in amounts from \$189.27 to \$1,862.01. After council discussed the reasons these debts were deemed uncollectible and asked questions regarding the measures taken to collect the debt, Mayor Ebinger made a motion to write all 6 debts off as uncollectible. The motion was seconded by Council Member Fensler. Motion carried. (Motion 21-03)

**APPROVAL TO ADVERTISE FOR THE DIRECTOR OF PUBLIC WORKS POSITION**

After much discussion took place, Council Member Fensler suggested that a probation period be added to the current job description and that we should advertise with no time limit and until the "position is filled". It was also suggested to advertise in different areas and venues in order to get the word out. Mayor Ebinger agreed and made a motion to advertise the position as discussed above. Council Member Velador seconded the motion. Motion carried. (Motion 21-04)

**APPROVAL TO CONTRACT WITH A CERTIFIED WATER DISTRIBUTION OPERATOR UNTIL SOMEONE THAT IS A CERTIFIED OPERATOR IS HIRED**

Jose Perez informed Council that he had spoken to Ernie Goff, who is a certified water distribution operator, and is willing to temporarily fill in as an operator and sign the needed water reports until an operator could be hired on permanently. Council Member Fensler made a motion to accept this offer and get an agreement signed to begin the process of hiring him until another operator can be found. Council Member Velador seconded the motion. Motion carried. (Motion 21-05)

**APPROVAL OF TASK ORDER #3 WITH ADKINS CONSULTING ENGINEERING, LLP FOR TULELAKE WATERLINE REPLACEMENT, METER REPLACEMENT AND BACKFLOW PROTECTION PROJECT**

Council Member Fensler made a motion to approve Task Order #3 with Adkins Consulting Engineering. Mayor Ebinger seconded. Motion carried. (Motion 21-06)

**REVIEW OF ETHICS ISSUES AND BROWN ACT FOR NEW COUNCIL**

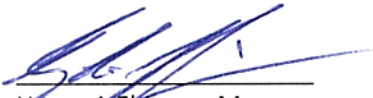
The City Attorney was not prepared to discuss this issue and also wanted to include discussion regarding Conflict of Interest. Mayor Ebinger made a motion to table this agenda item until the January 19, 2021 City Council meeting when all the information could be gathered by the City Attorney. Council Member Velador seconded the motion. (Motion 21-07)

**CLOSED SESSION: CONFERENCE WITH LEGAL COUNSEL ABOUT ANTICIPATED LITIGATION (GOV'T CODE §54956.9)(D)(4)**

Mayor Ebinger made a motion to table the closed session until the January 19, 2021 meeting. Council Member Velador made the second. (Motion 21-08)

**ADJOURNMENT**

At 6:39 PM Mayor Ebinger made a motion to adjourn the meeting. Council Member Velador seconded. Motion carried. (Motion 21-09)

  
Henry A. Ebinger, Mayor

Attest:

  
Raul Figueroa Yamayo, City Clerk