

Tulelake City Council
Regular Meeting Minutes
January 19, 2021

Mayor Ebinger called the meeting to order at 5:33 PM. Mayor Pro Tem Marcillac and Council Member Velador were also present. Council Member Williams was present via Conference Call and Council Member Fensler phoned in at 5:46 PM. Also present were City Hall Administrator, Jenny Coelho; Finance Director, Will Sargent; Chief of Police, Tony Ross and City Clerk, Raul Figueroa. Present via Conference Call was City Treasurer, Sara Luscombe; City Administrative Clerk, Heidi Cureton; Building Inspector, John Pemberton and City Attorney Megan Annand.

APPROVAL OF THE DECEMBER 17, 2020 SPECIAL MEETING MINUTES

Council Member Velador made a motion to approve the December 17, 2020 special meeting minutes. Mayor Pro Tem Marcillac seconded the motion. Motion carried. (Motion 21-10)

APPROVAL OF THE JANUARY 05, 2021 REGULAR MEETING MINUTES

Council Member Velador made a motion to approve the January 05, 2021 regular meeting minutes. The motion was seconded by Mayor Pro Tem Marcillac. Motion carried. (Motion 21-11).

APPROVAL OF THE BILLS

Council Member Velador made a motion to approve the bills presented. Mayor Pro Tem Marcillac seconded the motion. Council Member Williams abstained from voting on the bills due to the lack of visual copy and was not able to review them herself. Motion carried. (Motion 21-12)

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.

PUBLIC HEARING: NOTIFYING PUBLIC OF THE CITY'S INTENT TO APPLY FOR THE LOCAL EARLY ACTION PLANNING (LEAP) GRANT, WHICH CAN BE USED FOR HOUSING PLANNING ACTIVITIES, UPDATING GENERAL PLANS, ZONING CHANGES AND OTHER PLANNING INCENTIVES

City Hall Administrator, Jenny Coelho, mentioned to the Council that the City had to update their planning zones for the State Housing Committee every 8 years, which is due the year of 2022. She mentioned that it was the perfect time to update the City's housing plan to also apply for a \$65,000 grant that is given out to all those that apply and just have to do it before January 31, 2021. The Mayor, seeing the benefit of the application, decided to make a motion to approve the City Hall Administrator applying for the LEAP Grant. The motion was seconded by Council Member Velador. Motion carried. (Motion 21-13).

APPROVAL TO FIX OR REPAIR THE TULELAKE LIBRARY ROOF LOCATED AT 451 MAIN STREET

Item was tabled due to the Interim Public Works Director not present to provide information on the Agenda item as also no information had been sent for Council to review.

APPROVE CHANGE ORDER #01-21 FROM MODOC CONTRACTING, INC. FOR THE VETERANS PARK EXPANSION PROJECT

Item was tabled due to the Interim Public Works Director not present to provide information on the Agenda item as also no information had been sent for Council to review.

APPROVAL TO PROCURE SERVICES FROM THE LAW OFFICE OF DARRIN W. MERCIER FOR REAL ESTATE SERVICES FOR VARIOUS PROPERTIES WITHIN THE CITY

Item was tabled for the next meeting as no information had been sent from the Law Office on said services.

APPROVAL TO OBTAIN BIDS FROM APPRAISERS FOR THE FOLLOWING CITY PROPERTIES: 050-201-010-000, 050-201-020-000, 050-043-050-000, 050-022-110-000

The City Hall Administrator informed the Council that some of the properties mentioned had leases which were about to expire and that it would be in the City's best interest to bring in a known appraiser to give an estimated value of the City parcels. This in turn would help the City get a better valuation of the parcels in the event the City decided to sell them. Mayor Ebinger made a motion to approve the appraisal of the City properties listed above and any other City properties that may need to be appraised for resale. Council Member Velador seconded the motion. Motion carried. (Motion 21-14).

POSSIBLE APPROVAL OF FY19/20 DRAFT AUDIT

Finance Director, Will Sargent, updated the Council on the completion of the draft audit for fiscal year 19/20. Will briefly went over the draft audit and shared any concerns he saw and mentioned ways they could make improvements on the audit for next year. Mayor Ebinger, being satisfied with the outline of the draft, made a motion to approve the FY19/20 draft audit. Mayor Pro Tem Marcillac made the second. Council Member Williams abstained. Motion carried. (Motion 21-15).

REVIEW OF CONFLICT OF INTEREST, ETHNIC ISSUES AND BROWN ACT FOR NEW COUNCIL

City Attorney, Megan Annand, apprised the Council over proper protocol concerning the Brown Act, Conflicts of Interest and Ethnic Issues and how to avoid violating any of these acts. She stressed the importance of understanding and following these laws and the consequences of what could happen if they were not followed. A letter was also sent out to Council with more detailed information of how they can proceed if one of the above issues comes into play. This agenda item was for review and information only. No action was taken.

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

Mayor Ebinger announced that the Council would go into closed session at 6:07 pm. Council Member Williams informed the Council that she would abstain from participating in the closed session due to a conflict of interest.

ANNOUNCEMENT OF CLOSED SESSION

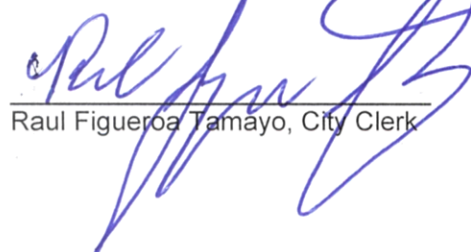
Council resumed open session at 6:43 PM. Mayor Ebinger made a motion in closed session to have the City Attorney draft a letter to Mr. Crowell stating that the Building Inspector would have access to inspect the building on the City leased property, and the Building Inspector will list all the current violations and meet with Mr. Crowell at the Tri-County Ag property to discuss the finding. Mr. Crowell would then have until June 30, 2021 to correct all building code violations and abandoned vehicles would no longer be allowed on the property. Council Member Velador seconded the motion. The motion passed with 4 Ayes, 0 Nays and 1 recused from participating. (Motion 21-16).

ADJOURNMENT

At 7:14 PM Mayor Ebinger made a motion to adjourn the January 19, 2021 regular meeting. Council Member Velador seconded. Motion carried. (Motion 21-17).


Henry A. Ebinger, Mayor

Attest:


Raul Figueroa Tamayo, City Clerk