

Regular Meeting
MINUTES
TULELAKE CITY COUNCIL
February 01, 2022 - 5:30 PM

Mayor Henry Ebinger called the meeting to order at 5:31 PM. Mayor Pro Tem Penny Velador and Council Members Bryan Hendricks and Teresa Williams were present. Also present via in person were City Finance Director, Will Sargent; Chief of Police, Tony Ross; City Hall Administrator, Jenny Coelho and City Clerk, Raul Figueroa. Present via conference call was City Treasurer, Sara Luscombe. Council Member Gary Fensler; Director of Public Works, Jose Perez and City Administrative Clerk, Heidi Cureton were all absent.

APPROVAL OF THE JANUARY 18, 2022 REGULAR MEETING MINUTES

Mayor Pro Tem Velador made a motion to approve the January 18, 2022, regular meeting minutes. The motion was seconded by Council Member Hendricks. All Council Members present voted Aye. Motion carried. (Motion 22-14)

APPROVAL OF PAYMENT OF BILLS

Council Member Hendricks made a motion to approve the bills presented. Mayor Pro Tem Velador seconded. All Council Members present voted Aye. Motion carried. (Motion 22-15)

COMMENTS FROM THE PUBLIC

There were no public comments made.

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

No representatives were present to give an update.

CITIZEN CONCERN REGARDING DOGS AT LARGE

City resident, David Soto, did not attend the meeting but the agenda item was still discussed due to the recurring theme that it has come to represent with dogs being at large in the streets. Chief of Police, Tony Ross did want to reiterate that the aforementioned resident has failed to take the necessary procedures for the police to take over the issue. He has informed the Council of the procedures required and needed for the police to investigate the issue. The information presented was considered by the Council and it was recommended to make sure that whenever a resident complains over the same issue, City staff should direct the citizen to call the Siskiyou County Dispatch to report the problem. No action taken, discussion only.

APPROVAL OF NEW APPLICATION FOR A 2022 BUSINESS LICENSE

A new business application for a handyman was presented to Council for review. After review, Mayor Ebinger made a motion to approve the application. Council Member Williams seconded. All Council Members present voted Aye. Motion carried. (Motion 22-16)

APPROVAL OF CHANGE ORDER NO: 5-21 FOR TIME EXTENSION OF VETERANS PARK EXPANSION CONTRACT WITH MODOC CONTRACTING TO 12/16/2021 AND APPROVAL OF FINAL PAY APPLICATION #6 OF \$4,458.35 AND PAY APPLICATION #7 RETAINAGE OF \$21,751.43

City Hall Administrator, Jenny Coelho, informed the Council this bill from Modoc Contracting arrived the last week of December. Change Order 5-21 is the additional time Modoc Contracting worked on the Veterans Park Project however, she reassured Council that it did not add any extra monetary expenses to the project. These applications will be paid after the work has been fully completed and inspected by the City Engineer. After review of Change Order 5-21 and Pay Applications #6 and #7, Mayor Ebinger made a motion to approve the change order for the time extension of Veterans Park Expansion Project to December 16, 2021 and to pay both #6 and #7 pay applications to Modoc Contracting for a total of \$26,209.78 after the work is completed. Council Member Williams seconded. All Council Members present voted Aye. Motion carried. (Motion 22-17)

REVIEW OF FIRST HALF OF FY2021-2022 CITY BUDGET

Finance Director, Will Sargent, presented to Council the first half of FY2021-2022 City Budget reporting that most of the Departments are right on budget with a little wiggle room in case of any upcoming expenses. The Council was satisfied with the report regarding the first half of FY2021-2022 City Budget. This was informational only. No action was taken.

DEPARTMENT HEAD UPDATES:

Chief of Police, Tony Ross informed Council that he was having trouble finding a police vehicle. He warned them that his vehicle repair costs would be high trying to keep the current one working. Tony also explained that he needed to find another evidence tracker software program along with a new laptop in order to complete his inventory. He told them he was building a permanent canopy to house the golf carts. He informed Council that Peace Officer Anderson would be taking over as Chief of Police on May 01, 2022 and that he is planning to retire sometime after the Tulelake-Butte Valley Fair in September but no official date has been set.


City Hall Administrator, Jenny Coelho mentioned some of the things she learned from her SCORE meeting and that one thing we needed to do was create a code enforcement book, regardless of having it in our ordinance book. Another item that is to be completed is a sewage overflow plan broken down between residential and commercial customers. The rates for the property and liability insurance is expected to increase between 20-25% and the Workman's comp rates are expected to increase by 6-7% due the reserve requirements by the insurance companies. She said our health insurance costs went up by \$134.56 per person on January 1, 2022 and the City is actually on one of the cheapest plans that offered by Anthem Blue Cross through CalPERS.

Director of Public Works, Jose Perez was absent, so Mayor Ebinger reported for him about the progress made on Veterans Park and that the City received seven bids for the upcoming 2020 STIP project.


City Finance Director, Will Sargent mentioned that the City Hall back up NAS system died and we would need to get a replacement. Since it died earlier than expected, a new replacement is being discounted for us. He stated that May 01, 2022 would be the best date for a budget workshop.

ADJOURNMENT

Mayor Pro Tem Velador made a motion to adjourn the regular meeting at 6:19 PM. The motion was seconded by Council Member Hendricks. All Council Members present voted Aye. Motion carried. (Motion 22-18)


Henry A Ebinger, Mayor

Attest:


Raul Figueroa, City Clerk