

MINUTES
Regular Meeting
TULELAKE CITY COUNCIL
March 07, 2023 - 5:30 PM

Mayor Penny Velador called the meeting to order at 5:33PM. Mayor Pro Tem Tom Cordonier and Council Member, Bryan Hendricks were present. Council Member Teresa Williams arrived at 5:35PM. Also in attendance was the City Clerk, Aissa Martinez; Finance Director, Will Sargent; City Hall Administrator, Jenny Coelho; Director of Public Works, Jose Perez and City Administrative Clerk, Heidi Cureton. City Treasurer, Sara Luscombe was present via conference call. Those absent were Council Member, Julia Pena Larsen and Chief of Police, Tom Hoy.

APPROVAL OF THE FEBRUARY 21, 2023, REGULAR MEETING MINUTES

Mayor Pro Tem Cordonier made a motion to approve the February 21, 2023, regular meeting minutes. Council Member Hendricks seconded the motion. All votes were aye. Motion carried. (Motion 23-37)

APPROVAL OF THE PAYMENT OF BILLS

Mayor Pro Tem Cordonier made a motion to approve paying the bills presented. Council Member Hendricks seconded the motion. All votes were aye. Motion carried. (Motion 23-38)

COMMENTS FROM THE PUBLIC

Henry Ebinger commented on getting a grant through Fish & Wildlife. Council mentioned that a meeting should be set up with John Fitzroy to gather more information.

DISCUSSION REGARDING AN INVOICE SENT TO CALIFORNIA HUMAN DEVELOPMENT FOR SERVICES RENDERED

This item was moved down to give Council Member Pena Larsen time to arrive as she had some input on the subject.

POSSIBLE NEW RECYCLING CONTRACT WITH BLUE WATER RECYCLING CORP. IN ALTURAS, CA

Director of Public Works, Jose Perez, stated that Blue Water Recycling Corp. will charge \$416.66 a month for them to come out once a month and clean out the recycling bins. Discussion took place stating that the City will need a Professional Services Agreement (PSA) with Blue Water Recycling Corp. Mayor Velador made a motion for a PSA to be drawn up to send to Blue Water to be approved at the next Council Meeting. Mayor Pro Tem Cordonier seconded the motion. All votes were aye. Motion carried. (Motion 23-39)

REQUESTING TO ADVERTISE FOR A POSITION IN PUBLIC WORKS WHO HAS, OR CAN ACQUIRE, A COMMERCIAL DRIVER'S LICENSE TO FILL THE POSITION WHICH WILL BECOME VACANT IN JUNE 2023

Public Works Employee, Arturo Ramirez, asked if he could have some time to talk to his family before making the decision to leave the position. Public Works Director, Jose Perez, commented that he needed to know soon so he could advertise for the position if Arturo was to leave. Mayor Velador made a motion to table this agenda item until Art had a chance to speak with his family regarding staying in Tulelake. Mayor Pro Tem Cordonier seconded the motion. All votes were aye. Motion carried. (Motion 23-40)

APPROVAL OF TASK ORDER #8 FOR THE GRANT APPLICATION FOR WATER SYSTEM CONSOLIDATION STUDY

Mayor Velador made a motion to approve Task Order #8 for the Grant Application for Water System Consolidation Study. Mayor Pro Tem Cordonier seconded the motion. All votes were aye. Motion carried. (Motion 23-41)

POSSIBLE APPROVAL OF AN ENVIRONMENTAL AND GRANT CONSULTANT FOR THE EPA COMMUNITY WIDE ASSESSMENT GRANT, AS RECOMMENDED BY THE RFQ SELECTION COMMITTEE

The RFQ selection committee had a meeting and discussed the information on each candidate which were Terraphase Engineering, Stantec and Langan Engineering and Environmental Services, Inc. After careful consideration they decided to recommend Langan Engineering and Environmental Services, Inc. City Hall Administrator, Jenny Coelho, also stated that the city did receive the EPA Grant for \$500,000.00. Council Member Hendricks made a motion to accept the recommendation of the selection committee and hire Langan Engineering and Environmental Services, Inc for the EPA Community Wide Assessment Grant. Mayor Pro Tem Cordonier seconded the motion. All votes were aye. Motion carried. (Motion 23-42)

APPROVAL OF THE SECOND AMENDMENT TO PURCHASE AND SALE AGREEMENT WITH HIX SNEDEKER COMPANIES, LLC, EXTENDING THE INITIAL FEASIBILITY UNTIL QUIET TITLE ACTION IS RESOLVED AND NO LATER THAN AUGUST 15, 2023

City Hall Administrator, Jenny Coelho, stated that the quiet title action is resolved for the lots on the Modoc Ave property. The court approved it and now the City has a clear title. Dollar General is talking with Hix Snedeker and will be wrapping up negotiations by the end of next week. Mayor Velador made a motion to approve the Second Amendment to Purchase and Sale Agreement with Hix Snedeker Companies, LLC. Mayor Pro Tem Cordonier seconded the motion. All votes were aye. Motion carried. (Motion 23-43)

UPDATE ON THEATER WALL REPAIR PROJECT

City Hall Administrator, Jenny Coelho, commented that the City Attorney suggested the Contractor should go through the owner of the theater for the wall repair project. The Building Inspector had informed her that he was not able to find an exemption for Oregon contractors working in California. She also stated that R.B. Aldrich Construction was considering the project and may submit a bid. Discussion only, no action taken.

DISCUSSION REGARDING AN INVOICE SENT TO CALIFORNIA HUMAN DEVELOPMENT FOR SERVICES RENDERED

Council Member Pena Larsen was unable to attend the meeting, so the Council went ahead with this agenda item. Council Member Williams stated that it had come to her attention that an invoice was sent to California Human Development on behalf of City Hall for services rendered. She commented that she didn't understand why an invoice was sent when she thought the City was supposed to be helping the community. City Hall Administrator, Jenny Coelho, explained that so many people were coming in and out of City Hall for applications, some requesting more than one and how City Hall staff had to make many copies. She also explained that it was taking staff away from their daily work with so many questions the citizens had. Council Member Hendricks questioned why these applications didn't go to the USDA office as it was a USDA program. Much discussion took place on this subject. No action taken.

DEPARTMENT HEAD UPDATES:

Chief of Police: Tom Hoy was absent.

City Hall Administrator: Jenny Coelho commented that the Multicultural Event will be March 18th, at the Tulelake Butte-Valley Fairgrounds, from 11:00am to 5:00pm. Also, there will be a Tulelake Revitalization Committee meeting on Wednesday, March 8th, at Mike & Wanda's, at 5:30pm. She also commented that City Hall will be ordering their office chairs the next day. She stated that she will be going to a SCORE meeting at the end of the month and will come back with information on the raising rates on insurance. She finally mentioned that escrow had been opened on the property next to the Mike Bunch Park, so Council would need to think about the future use for the property.

Director of Public Works: Jose Perez had no comments.

Finance Director: Will Sargent had no comments.

ADJOURNMENT

Mayor Pro Tem Cordonier made a motion to adjourn the meeting at 7:00pm. Council Member Hendricks seconded the motion. All votes were aye. Motion carried. (Motion 23-44)



Paulette Velador, Mayor

Attest:



Aissa Martinez, City Clerk