

MINUTES
Regular Meeting
TULELAKE CITY COUNCIL
August 06, 2024 - 5:30 PM

Mayor Tom Cordonier called the meeting to order at 5:32PM. Council Members Henry Ebinger, Teresa Williams and Julia Pena Larsen were present. Also in attendance were City Treasurer, Sara Luscombe; City Clerk, Aissa Martinez; City Hall Administrator, Jenny Coelho; Director of Public Works, Jose Perez; Police Officer, Brant Mauk and Assistant City Admin, Cecilia Alvarado. Those absent were Mayor Pro Tem, Bryan Hendricks; Finance Director, Will Sargent; Chief of Police, Tom Hoy; Chief Resilience Officer, Jose Fiscal and Police Officer, Jorge Ruiz.

APPROVAL OF THE JULY 22, 2024, SPECIAL MEETING MINUTES

Mayor Cordonier made a motion to approve the July 22, 2024, special meeting minutes. Council Member Ebinger seconded the motion. Council Member Williams abstained. Three votes were aye with one abstaining. Motion carried. (Motion 24-145)

APPROVAL OF THE PAYMENTS OF BILLS

Mayor Cordonier made a motion to approve paying the bills presented. Council Member Ebinger seconded the motion. All votes were aye. Motion carried. (Motion 24-146)

COMMENTS FROM THE PUBLIC

Lydia Gil wanted to remind everyone that the Tulelake Shindig and Bazaar will be on Saturday at Otis Roper Park along with the Dedication Club Car Show. She thanked Public Works for making the park look beautiful. She also commented that there will be a 60 plus brunch held on October 10th.

REGARDING THE CITY'S EVEN/ODD CALENDAR DAY WATERING SCHEDULE, AS WATER TIMERS WORK ON A WEEKLY SCHEDULE, NOT MONTHLY, AND REGARDING THE CITY FOLLOWING ITS OWN RULES WITH THE WATER SCHEDULE

Mark Mahan commented that he has to set his water timers every week because of the odd/even watering days. He also commented that the City should also follow the rules because he sees Public Works watering the parks on the wrong days. Director of Public Works, Jose Perez, commented that Public Works only waters two days a week because of their work schedule. Council Member Ebinger made a motion to bring a Resolution to the next meeting, figuring out a way to make the watering schedule work for everyone. Mayor Cordonier seconded the motion. All votes were aye. Motion carried. (Motion 24-147)

APPROVAL OF ROCKY MOUNTAIN CONSTRUCTION CHANGE ORDER #7 AND FINAL PAY APPLICATION NO. 6 FOR THE 2020 STIP-2022 TULELAKE STREET PROJECT

Director of Public Works, Jose Perez, commented that the intersection on Main Street was finished and Rocky Mountain Construction is waiting for their final pay. Council Member Ebinger made a motion for the approval of Rocky Mountain Construction Change Order #7 and Final Pay Application No. 6 for the 2020 STIP-2022 Tulelake Street Project. Mayor Cordonier seconded the motion. All votes were aye. Motion carried. (Motion 24-148)

APPROVAL TO APPOINT AISSA MARTINEZ TO THE TULELAKE LOAN COMMITTEE

City Hall Administrator, Jenny Coelho, commented that she has been training Aissa Martinez on the loan paperwork and processes in the office and she would like to appoint her to the Tulelake Loan Committee. Mayor Cordonier made a motion for the approval to appoint Aissa Martinez to the Tulelake Loan Committee. Council Member Ebinger seconded the motion. All votes were aye. Motion carried. (Motion 24-149)

APPROVAL OF QUOTE FROM STACEY AND DENNIS TO UPGRADE CITY HALL ADMINISTRATION SERVER AND FRONT DESK COMPUTER AND LAPTOP FOR CITY COUNCIL CHAMBERS

Council Member Ebinger made a motion for the approval of quote from Stacey and Dennis to upgrade City Hall Administration server and front desk computer, holding off on the laptop for City Council Chambers. Mayor Cordonier seconded the motion. All votes were aye. Motion carried. (Motion 24-150)

APPROVAL OF LANGAN SURVEY PROPOSAL FOR APN'S 050-201-010-000 AND A PORTION OF 050-201-020-000 AND TO BE PAID FROM THE EPA BROWNFIELDS GRANT AND THE PERMANENT LOCAL HOUSING ALLOCATION (PLHA) GRANT

Mayor Cordonier made a motion for the approval of Langan Survey proposal for APN's 050-201-010-000 and a portion of 050-201-020-000 and to be paid from the EPA Brownfields grant and the Permanent Local Housing Allocation (PLHA) grant. Council Member Ebinger seconded the motion. Council Member Williams abstained. Three votes were aye with one abstaining. Motion carried. (Motion 24-151)

APPROVAL FOR CITY HALL ADMINISTRATOR TO ATTEND THE CENTER FOR CREATIVE LAND RECYCLING (CCLR) CONFERENCE IN CARSON, CA SEPTEMBER 16TH THROUGH SEPTEMBER 19TH, 2024, A REQUIREMENT FOR THE BROWNFIELDS PROGRAM GRANTS

City Hall Administrator, Jenny Coelho, commented that this is a requirement that someone from the City

go to this Center for Creative Land Recycling Conference in Carson, CA for the Brownfields Program grants. Mayor Cordonier made a motion for the approval for City Hall Administrator to attend the Center for Creative Land Recycling (CCLR) Conference in Carson, CA September 16th through September 19th, 2024. Council Member Ebinger seconded the motion. All votes were aye. Motion carried. (Motion 24-152)

APPROVAL TO RESEARCH WITH THE CITY ENGINEER AND POSSIBLY APPLY FOR THE FY23/24 RAILROAD CROSSING ELIMINATION PROGRAM GRANT

City Hall Administrator, Jenny Coelho, commented that the Railroad could possibly obtain a grant to repair the Railroad Crossings in the City. Mayor Cordonier made a motion for the approval to research with the City Engineer and possibly apply for the FY23/24 Railroad Crossing Elimination Program Grant. Council Member Ebinger seconded the motion. All votes were aye. Motion carried. (Motion 24-153)

APPROVAL TO RESEARCH WITH THE CITY ENGINEER AND POSSIBLY APPLY FOR THE RUBBERIZED PAVEMENT GRANT PROGRAM FOR BIKEWAYS, GREENWAYS, AND DISABILITY ACCESS AT PARKS

Director of Public Works, Jose Perez, commented that with this grant the City would be able to put trails around the City parks for handicap access. Mayor Cordonier made a motion for the approval to research with the City Engineer and possibly apply for the Rubberized Pavement Grant Program for bikeways, greenways, and disability access at parks. Council Member Ebinger seconded the motion. All votes were aye. Motion carried. (Motion 24-154)

APPROVAL FOR THE CITY TO OBTAIN INCREASED SURETY BONDS QUOTES FOR ELECTED OFFICIALS TO PROTECT AGAINST CONDUCT OR OMISSIONS BY THE NAMED PUBLIC OFFICIAL THAT CONSTITUTES A BREACH OF THE PUBLIC OFFICIAL'S DUTIES OF OFFICE

Council Member Ebinger commented that the insurance coverage needs to be upgraded for the City Elected Officials. Council Member Ebinger made a motion to bring back surety bonds quotes for elected officials to protect against conduct or omissions by the named public official that constitutes a breach of the public official's duties of office. Mayor Cordonier seconded the motion. All votes were aye. Motion carried. (Motion 24-155)

DRAWING FOR FAIR TICKETS FOR CITY EMPLOYEES

Mayor Cordonier commented that the City won fair tickets at Casino night, and he asked Assistant City Admin, Cecilia Alvarado, to write each employee's name on a piece of paper so they could be pulled out of a jar. City Treasurer, Sara Luscombe, drew the names. Discussion only. No action taken.

DEPARTMENT HEAD UPDATES

Chief of Police: Absent.

Chief Resilience Officer: Absent.

City Hall Administrator: Jenny Coelho commented that there will be two events held on August 15th, the Back to School Carnival and the Tulelake Cornerstone Senior Advocacy Sponsor Dinner. She also commented that RKC will be paying for the City's fair booth and insurance for fair and she also is going to look into getting event insurance for the parade.

Director of Public Works: Jose Perez commented that Public Works has been keeping busy on Otis Roper Park for the Tulelake Shindig and Bazaar on Saturday. He commented that he will begin to stripe the streets next week for the fair. He also commented that there is a new sign up at the Burn Pit for hours of operation.

Finance Director: Absent.

ADJOURNMENT

Mayor Cordonier made a motion to adjourn the meeting at 6:52PM. Council Member Williams seconded the motion. All votes were aye. Motion carried. (Motion 24-156)



Tom Cordonier, Mayor

Attest:



Aissa Martinez, City Clerk