

**MINUTES**  
**Special Meeting**  
**TULELAKE CITY COUNCIL**  
**June 25, 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 Clerk, Aissa Martinez; Finance Director, Will Sargent; Chief of Police, Tom Hoy; Chief Resilience Officer, Jose Fiscal; City Hall Administrator, Jenny Coelho; Director of Public Works, Jose Perez and Assistant City Admin, Jazlyn Chavolla. Those absent were Mayor Pro Tem Bryan Hendricks; City Treasurer, Sara Luscombe and Police Officers, Brant Mauk and Jorge Ruiz.

**COMMENTS FROM THE PUBLIC**

No comments.

**APPROVAL TO INSTALL A MONITORING WELL FOR GSA REQUIREMENTS ON THE CITY AG LEASE LAND**

Council Member Ebinger made a motion for the approval to install a monitoring well for GSA requirements on the City Ag Lease Land with communication of the current lessee to make sure it doesn't interfere with his operation. Mayor Cordonier seconded the motion. All votes were aye. Motion carried. (Motion 24-125)

**CLOSED SESSION: DEPARTMENT HEAD EVALUATIONS, GOV'T CODE §54957**

Council went into closed session at 5:40PM.

**ANNOUNCEMENT OF CLOSED SESSION**

Council returned from closed session at 7:36PM. A motion was made and seconded for each department head to meet with the Finance Director and each Commissioner to come up with a 30-day action plan for improving department relations. All votes were aye. Motion carried. (Motion 24-126)

**DISCUSSION AND POSSIBLE DONATION OF SICK LEAVE TO EMPLOYEE FOR BEREAVEMENT LEAVE**

Council Member Ebinger made a motion for the donation of 40 hours of sick leave to employee for bereavement leave. Mayor Cordonier seconded the motion. All votes were aye. Motion carried. (Motion 24-127)

**APPROVAL TO PURCHASE A SEWER JETTER**

Mayor Cordonier made a motion to table this item until more information is gathered. Council Member Ebinger seconded the motion. All votes were aye. Motion carried. (Motion 24-128)

**DISCUSSION AND POSSIBLE APPROVAL TO HIRE A FULL-TIME STAFF FOR PUBLIC WORKS**

Mayor Cordonier made a motion to table this item until after an action plan is made. Council Member Ebinger seconded the motion. All votes were aye. Motion carried. (Motion 24-129)

**REVIEW AND POSSIBLE APPROVAL OF FY24/25 CITY OF TULELAKE BUDGET**

Mayor Cordonier made a motion for the approval of FY24/25 City of Tulelake Budget. Council Member Ebinger seconded the motion. All votes were aye. Motion carried. (Motion 24-130)

**DEPARTMENT HEAD UPDATES**

**Chief of Police:** Tom Hoy commented that he has been on vacation since June 13<sup>th</sup>, spending time with his son.

**Chief Resilience Officer:** Jose Fiscal commented that he is currently working on a Cops Technology and Electronics Equipment Grant.

**City Hall Administrator:** Jenny Coelho commented that she attended the SCORE meeting on

Friday and that all insurance has gone up.

**Director of Public Works:** Jose Perez commented that he left a message with Blue Water Recycling, and he is just waiting on a call back.

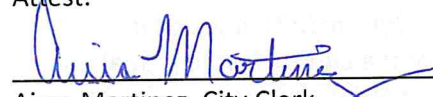
**Finance Director:** Will Sargent commented that he would like to discuss the action plans with Department Heads as soon as possible.

**ADJOURNMENT**

Mayor Cordonier made a motion to adjourn the meeting at 8:09PM. Council Member Ebinger seconded the motion. All votes were aye. Motion carried. (Motion 24-131)

  
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Tom Cordonier, Mayor

Attest:

  
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Aissa Martinez, City Clerk