

**MINUTES**  
**Regular Meeting**  
**TULELAKE CITY COUNCIL**  
**June 3, 2025 - 5:30 PM**

Mayor Tom Cordonier called the meeting to order at 5:33 PM. Mayor Pro Tem Bryan Hendricks and Council Members Henry Ebinger, Margie Cordonier and Teresa Williams were present. Also in attendance were City Clerk, Casey Joiner; Chief of Police, Tom Hoy; Interim City Hall Administrator, Aissa Martinez; Chief Resilience Officer, Jenny Coelho; Director of Public Works, Jose Perez; Assistant City Admin, Christian Marquez and Retired Annuitant, Tony Ross. Library Branch Manager, Kailee Wood was present via conference call. City Treasurer, Sara Luscombe and City Administrative Clerk, Cecilia Alvarado were absent.

**APPROVAL OF THE MAY 20, 2025, REGULAR MEETING MINUTES**

Council Member Cordonier made a motion for the approval of the May 20, 2025, regular meeting minutes. Council Member Ebinger seconded the motion. All votes were aye. Motion carried. (Motion 25-91)

**APPROVAL OF THE PAYMENT OF BILLS**

Council Member Ebinger made a motion to approve paying the bills presented. Mayor Pro Tem Hendricks seconded the motion. All votes were aye. Motion carried. (Motion 25-92)

**COMMENTS FROM THE PUBLIC**

No comments.

**REVIEW JUNE 3, 2025, STAFF REPORT FOR GENERAL PLAN INTRODUCTION AND ZONING CODE UPDATES**

City Planner, Richard Tinsman, gave an update on the Staff Report for General Plan Introduction and Zoning Codes. Mayor Cordonier made a motion that we make the finding that the project does not have a potential to result in a significant adverse effect on the environment and is exempt from environmental review pursuant to CEQA Guidelines Section 15061(b)(3). Council Member Ebinger seconded the motion. All votes were aye. Motion carried. (Motion 25-93).

Mayor Cordonier made a motion that we adopt Resolution 25-05 updating the City of Tulelake General Plan Introduction. Council Member Cordonier seconded the motion. All votes were aye. Motion carried. (Motion 25-94).

Mayor Cordonier made a motion that we introduce Ordinance 25-2024, An Ordinance of the City Council of the City of Tulelake Amending Title 17, Zoning, of the Tulelake Municipal Code, by title only. Council Member Ebinger seconded the motion. All votes were aye. Motion carried. (Motion 25-95)

Mayor Cordonier made a motion that we waive further reading of Ordinance 25-204 and that we direct staff to bring the Ordinance back for adoption at the next regular meeting. Council Member Ebinger seconded the motion. All votes were aye. Motion carried. (Motion 25-96)

**UPDATE AND SHORT PRESENTATIONS BY BROWNSFIELD GRANT CONSULTANTS, STANTEC AND LANGAN**

Mallory from Langan, helping to redevelop land for use after harmful contamination pollutants, commented that five properties had gone through Phase I and out of the five only two needed to go through Phase II, which is to collect soil and groundwater samples. Vince from Stantec, environmental assessment of subsurface contamination, commented that seven properties had gone through Phase I and four still had to be done. Out of the seven, four had no recognized environmental concerns and three did have environmental concerns. Phase II had been done at the former Fertilizer Storage Site. Stantec had removed and disposed of debris, old equipment and trash.

**CLOSED SESSION: PUBLIC EMPLOYEE APPOINTMENT (\$54957) TITLE: CODE ENFORCEMENT OFFICER**

Council went into Closed Session at 6:12PM.

**ANNOUNCEMENT OF CLOSED SESSION**

Council returned from Closed Session at 6:40PM. A motion was made and seconded to keep the Code Enforcement Officer position open for another 30 days and close on June 30, 2025, at 4:00PM. There were three ayes and two nays. Motion carried. (Motion 25-97)

**CLOSED SESSION: CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION: SIGNIFICANT EXPOSURE TO LITIGATION PURSUANT TO §54956.9(b): NUMBER CASES: 1**

Council went into Closed Session at 6:41PM. Council Member Williams recused herself from Closed Session.

**ANNOUNCEMENT OF CLOSED SESSION**

Council returned from Closed Session at 6:56PM. A motion was made and seconded to have the City Attorney's Office start an investigation. All votes were aye. Motion carried. (Motion 25-98)

**DISCUSSION AND APPROVAL TO HAVE PUBLIC WORKS TRIM A TREE THAT IS ON CITY RIGHT OF WAY**

Jack Bittner commented that he has a tree that is on the City right of way and would like to have the dead part of the tree removed in hopes that the live part of the tree will continue to flourish. Tony Ross commented that he will go look at the tree and maybe help Jack with trimming it. Discussion only. No action taken.

**DISCUSSION AND APPROVAL TO START DRUG TESTING CITY EMPLOYEES**

Council Member Williams commented that all City employees should be drug tested. It was stated that you must have proper cause to be able to drug test any City employee. Discussion only. No action taken.

**DISCUSSION AND APPROVAL OF GIVING BILINGUAL PAY TO ALL CITY BILINGUAL EMPLOYEES**

Council Member Ebinger made a motion to table this item until the next City Council meeting on June 17, 2025 after more research has been done. Mayor Pro Tem Hendricks seconded the motion. There were four ayes and one abstaining. Motion carried. (Motion 25-99)

**DISCUSSION ABOUT MOU BETWEEN THE CITY OF DORRIS AND THE CITY OF TULELAKE FOR WATER/WASTEWATER CERTIFICATIONS**

Director of Public Works, Jose Perez commented that he was going to follow up on the MOU with the City of Dorris. Discussion only. No action taken.

**APPROVAL OF RESOLUTION 25-06, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TULELAKE, CALIFORNIA, APPROVING AN AMORTIZED LOAN FROM THE WATER FUND FOR THE PURCHASE OF THE NEW CITY OF TULELAKE GARBAGE TRUCK ON AUGUST 9, 2023.**

Mayor Cordonier made a motion to approve Resolution 25-06, a Resolution of the City Council of the City of Tulelake, California, approving an amortized loan from the water fund for the purchase of the new City of Tulelake garbage truck on August 9, 2023. Council Member Ebinger seconded the motion. All votes were aye. Motion carried. (Motion 25-100)

**APPROVAL OF RESOLUTION 25-07, A RESOLUTION OF THE CITY OF TULELAKE AND THE TULELAKE CITY COUNCIL ADOPTING A LIST OF PROJECTS FOR FISCAL YEAR 2024-25 FUNDED BY SB1: THE ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017.**

Mayor Cordonier made a motion to approve Resolution 25-07, a Resolution of the City of Tulelake and the Tulelake City Council adopting a list of projects for Fiscal Year 2024-25 funded by SB1: The Road Repair and Accountability Act of 2017. Council Member Cordonier seconded the motion. All votes were aye. Motion carried. (Motion 25-101)

**APPROVAL TO BUY A SNOWPLOW AND TRUCK FROM THE KLAMATH FALLS FOOD BANK**

Council Member Ebinger made a motion to approve the purchase of the snowplow and truck from the Klamath Falls Food Bank in the amount of \$12,000.00. Council Member Cordonier seconded the motion. All votes were aye. Motion carried. (Motion 25-102)

**DISCUSSION AND APPROVAL TO RENEW CONTRACT WITH CITY ATTORNEY**

Mayor Pro Tem Hendricks made a motion to approve renewing the contract with the City Attorney. Mayor Cordonier seconded the motion. There were four ayes and one nay. Motion carried. (Motion 25-103)

**DISCUSSION AND APPROVAL TO GET THE ENGINES SWAPPED IN THE PD DURANGO'S**

Council Member Ebinger made a motion to approve getting the engines swapped in the PD Durango's. Mayor Pro Tem Hendricks seconded the motion. All votes were aye. Motion carried. (Motion 25-104)

**APPROVAL TO SEND CHRIS VERCELLOTTI, KARIME ARECHIGA AND JESSE ALONZO TO THE ACADEMY STARTING AT \$22.00 PER HOUR.**

Chief of Police, Tom Hoy, commented that Karime Arechiga decided to pull out her application so he decided to accept an application from Dean Perez who will be going to the academy instead. Mayor Cordonier made a motion to approve the sending of Chris Vercellotti, Dean Perez, and Jesse Alonzo to the academy starting at \$22.00 per hour. Council Member Cordonier seconded the motion. All votes were aye. Motion carried. (Motion 25-105)

**APPROVAL OF CEQA AND NEPA UPDATE QUOTES FROM RABE CONSULTING FOR THE TULELAKE CULTURAL VISITOR CENTER**

Council Member Ebinger made a motion to approve the updated quotes from Rabe Consulting for the Tulelake Cultural Visitor Center for CEQA and NEPA. Mayor Pro Tem Hendricks seconded the motion. All votes were aye. Motion carried. (Motion 25-106)

**APPROVAL OF RAISING THE TULELAKE LIBRARY MANAGER'S HOURLY WAGE FROM STEP 1, \$17.00 TO STEP 2, \$18.21 PER HOUR.**

Council Member Ebinger made a motion to approve the raising of the Tulelake Library Manager's hourly wage from \$17.00 to \$18.21 per hour. Mayor Cordonier seconded the motion. There were four ayes and one abstaining. Motion carried. (Motion 25-107)

**CLOSED SESSION: PUBLIC EMPLOYEE EVALUATION OF PERFORMANCE/DISCIPLINE, DIRECTOR OF PUBLIC WORKS. (GOVT CODE 54957(b)(1))**

Council went into Closed Session at 8:00PM

**ANNOUNCEMENT OF CLOSED SESSION**

Council returned from Closed Session at 8:42PM. No action was taken.

*Minutes of June 3, 2025 – Regular*

**DEPARTMENT HEAD UPDATES**

**Chief of Police:** Tom Hoy commented that he was excited about the new recruits.

**Chief Resilience Officer:** Jenny Coelho commented that she is working with the county on a county wide evacuation plan and that she is almost finished with the city audit and getting the last of the information to the City Auditor, Charles Pillon.

**Interim City Hall Administrator:** Aissa Martinez commented that she had created a form for City exempt employees to fill out to help keep track of time off and vacations. She also commented that she sent the City Policy to the attorney to update.

**Director of Public Works:** Jose Perez commented that they were going to get the street sweeper going and start sweeping the streets.

**ADJOURNMENT**

Mayor Cordonier made a motion to adjourn the meeting at 8:55PM. Council Member Ebinger seconded the motion. All votes were aye. Motion carried. (Motion 25-108)

  
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Tom Cordonier, Mayor

Attest:

  
\_\_\_\_\_  
Casey Joiner, City Clerk

1. The first part of the report is a general introduction to the subject of the study. It discusses the importance of the study and the objectives of the research. It also provides a brief overview of the methodology used in the study.

2. The second part of the report is a detailed description of the study area. It includes information about the location of the study area, the population of the study area, and the characteristics of the study area. It also discusses the data sources used in the study.

3. The third part of the report is a detailed description of the study results. It includes information about the findings of the study, the conclusions drawn from the findings, and the implications of the findings. It also discusses the limitations of the study and the need for further research.

4. The fourth part of the report is a summary of the study. It includes a brief overview of the study, the findings of the study, and the conclusions drawn from the findings. It also discusses the implications of the findings and the need for further research.

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