

MINUTES
Regular Meeting
TULELAKE CITY COUNCIL
June 17, 2025 - 5:30 PM

Mayor Tom Cordonier called the meeting to order at 5:30PM. Council Members Henry Ebinger, Margie Cordonier and Teresa Williams were present. Also in attendance were City Clerk, Casey Joiner; City Treasurer, Sara Luscombe; Chief Resilience Officer, Jenny Coelho; Director of Public Works, Jose Perez and Assistant City Admin, Christian Marquez. Mayor Pro Tem Bryan Hendricks; Interim City Hall Administrator, Aissa Martinez; City Administrative Clerk, Cecilia Alvarado and Library Branch Manager, Kailee Wood were absent.

APPROVAL OF THE JUNE 3, 2025, REGULAR MEETING MINUTES

Council Member Ebinger made a motion for the approval of the June 03, 2025, regular meeting minutes. Council Member Cordonier seconded the motion. All votes were aye. Motion carried. (Motion 25-109)

APPROVAL OF THE PAYMENT 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 25-110)

COMMENTS FROM THE PUBLIC

No comments.

DISCUSSION ABOUT TULELAKE FFA STORING HAY BALES AT THE OLD FERTILIZER

Tulelake High School Ag Teacher, Kyle Schaad asked permission to store approximately 15 blocks of alfalfa hay from the school farm inside the Tri County Ag Facility for the season. Council Member Ebinger made a motion to approve the Tulelake FFA storage of hay bales at the old fertilizer building pending the receipt of liability insurance coverage from the school district. Council Member Cordonier seconded the motion. All votes were aye. Motion carried. (Motion 25-111)

DISCUSSION ABOUT NUISANCE ABATEMENT AT 666 2ND STREET

Jane Palmer was not in attendance to discuss nuisance abatement. Tulelake Multi County Fire District was in attendance and mentioned that they would add 666 2nd Street to their inspection list. Discussion only. No action taken.

DISCUSSION AND APPROVAL OF RENEWING THE TULELAKE MULTI COUNTY FIRE DISTRICT'S CONTRACT WITH THE CITY OF TULELAKE

Council Member Ebinger made a motion to approve renewing the contract with the Tulelake Multi County Fire District as is. Council Member Williams seconded the motion. All votes were aye. Motion carried. (Motion 25-112)

LOCAL FIRE REPORT AND UPDATE OF RECENT FIRE HAZARDS AND POTENTIAL FIRE HAZARDS WITHIN THE CITY OF TULELAKE

Adam Alcorn from Tulelake Multi County Fire District commented that the district had been giving reports to the Council for the last year and had yet to see any actions taken against the properties on the list that were not up to the City Ordinances. It was discussed that Director of Public works, Jose Perez, would start issuing citations until the position of Code Enforcement Officer was filled. Discussion only. No action taken.

APPROVAL OF MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF TULELAKE AND THE CITY OF DORRIS FOR WATER/WASTEWATER CERTIFICATION

Mayor Cordonier made a motion to approve the Memorandum Of Understanding between the City of Tulelake and the City of Dorris for water/wastewater certification. Council Member Ebinger seconded the motion. All votes were aye. Motion carried. (Motion 25-113)

DISCUSSION AND POSSIBLE REVIEW OF FY23/24 AUDIT

Chief Resilience Officer, Jenny Coelho, commented that Charles Pillion, the City Auditor, was hoping to have the draft done by June 30th. Discussion only. No action taken.

DISCUSSION AND APPROVAL OF AUDIT ENGAGEMENT LETTER

Council Member Ebinger made a motion to approve the audit engagement letter from Charles Pillion that is for the next three years of audits. Council Member Cordonier seconded the motion. Motion carried. (Motion 25-114)

APPROVAL OF TASK ORDER #17 FROM ADKINS ENGINEERING & SURVEYING, INC. FOR DESIGN AND CONSTRUCTION SERVICES FOR THE CITY HALL PARKING LOT

Council Member Cordonier made a motion to approve the task order #17 from Adkins Engineering & Surveying, Inc. for design and construction services for the City Hall parking lot. Council Member Williams seconded the motion. All votes were aye. Motion carried. (Motion 25-115)

PROMOTION OF INTERIM CITY HALL ADMINISTRATOR TO EXEMPT POSITION OF CITY HALL ADMINISTRATOR

Council Member Ebinger made a motion to promote Interim City Hall Administrator, Aissa Martinez, to the exempt position of City Hall Administrator. Council Member Williams seconded the motion. All votes were aye. Motion carried. (Motion 25-116)

DISCUSSION ABOUT WHO IS RESPONSIBLE FOR HANGING UP THE FLAGS ON HOLIDAYS

Director of Public Works, Jose Perez commented that he and his department would hang the flags on holidays. Discussion only. No action taken.

UPDATE ON OUT OF STATE LICENSE PLATES

Chief of Police, Hoy was absent at this point and it was decided to table until the next meeting. Discussion only. No action taken.

DEPARTMENT HEAD UPDATES

Chief of Police: Tom Hoy commented that he only has one recruit that is still going through the background check for the police academy and the other two were no longer in the running.

Chief Resilience Officer: Jenny Coelho commented that she was going to apply for a well rehabilitation grant. She also commented that the Tulelake Multi County Fire District had been approved for a slip-on tanker grant. Jenny also mentioned that the EPA had finally signed the contract with their contractors and is hoping that by mid-summer we would be able to remove the bowling alley.

Interim City Hall Administrator: Absent.

Director of Public Works: Jose Perez commented that the street sweeper was now running and they were going to start sweeping the streets. He also commented that the water table has come up 10 feet.

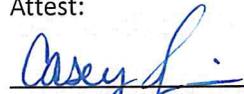
ADJOURNMENT

Mayor Cordonier made a motion to adjourn the meeting at 6:54PM. Council Member Ebinger seconded the motion. All votes were aye. Motion carried. (Motion 25-117)



Tom Cordonier, Mayor

Attest:



Casey Joiner, City Clerk