

MINUTES
Regular Meeting
TULELAKE CITY COUNCIL
March 3, 2026 - 5:30 PM

Mayor Tom Cordonier called the meeting to order at 5:30PM. Mayor Pro Tem, Penny Velador and Council Members Margie Cordonier, Patricia Taylor, and Teresa Williams were present. Also in attendance were Chief Resilience Officer, Jenny Coelho; City Hall Administrator, Aissa Martinez; Director of Public Works, Jose Perez; Chief of Police, Tom Hoy and City Administrative Clerk, Anna Perez. Assistant City Admin, Christian Marquez; Finance Director, Whitney Cantrell and Library Branch Manager, Kailee Wood were absent.

APPROVAL OF FEBRUARY 17, 2026, REGULAR MEETING MINUTES

Council Member Cordonier made a motion for the approval of February 17, 2026, regular meeting minutes. Mayor Pro Tem Velador seconded the motion. All votes were aye. Motion carried. (Motion 26-23)

APPROVAL OF THE PAYMENT OF BILLS

Mayor Pro Tem Velador made a motion to approve paying the bills presented. Mayor Cordonier seconded the motion. All votes were aye. Motion carried. (Motion 26-24)

COMMENTS FROM THE PUBLIC

No comments.

PRESENTATION ON COLLIER INTERPRETIVE CENTER NORTH OF YREKA VALUE OF TULELAKE INFORMATION AT THE CENTER FOR TOURISTS TRAVELING 1-5

Rennie Cleland gave a presentation on the Collier Interpretive Center for tourists traveling 1-5.

APPROVAL OF NON-AUDIT SERVICES AGREEMENT

Chief Resilience Officer, Jenny Coelho, commented that Charlie Pillon would like to bring in Jeffery Heign to start on pre-audit services. The City will pay him directly at \$100 per hour. Mayor Cordonier made a motion for the approval of non-audit services agreement. Council Member Cordonier seconded the motion. All votes were aye. Motion carried. (Motion 26-25)

APPROVAL OF UPGRADING THE CUSI MOBILE METER READING SERVICE TO READ WATER METERS FOR \$1200.00 A YEAR

Director of Public Works, Jose Perez, commented that the PSION PRO for the meter reads no longer works. He commented that he spoke to CUSI and they quoted him \$1200.00 a year for a new system that will switch over to tablets or a mobile phone. Mayor Cordonier made a motion for the approval of upgrading the CUSI mobile meter reading service to read water meters for \$1200.00 a year. Mayor Pro Tem Velador seconded the motion. All votes were aye. Motion carried. (Motion 26-26)

APPROVAL TO HAVE A FREE DUMP DAY FOR CITY RESIDENTS ONLY ON APRIL 17TH AND 18TH

Director of Public Works, Jose Perez, commented that he would like to have the free dump days this year on April 17th and 18th from 8:00am to 4:30pm. He commented that it will only be for City residents. City Administrative Clerk, Anna Perez, suggested that the City send out a ticket with the bill so that the residents can take it with them when they dump. Mayor Cordonier made a motion for the approval to have a free dump day for City residents only on April 17th and 18th. Council Member Cordonier seconded the motion. All votes were aye. Motion carried. (Motion 26-27)

DISCUSSION ON WHO WILL BE RESPONSIBLE FOR ENFORCING DOG LICENSES

Chief of Police, Tom Hoy, discussed that Retired Annuitant, Tony Ross will be working on enforcing dog licenses once he is back from hip surgery. No action taken. Discussion only.

APPROVAL OF ORDINANCE 26-01, "AN ORDINANCE OF THE CITY COUNCIL, CITY OF TULELAKE, CALIFORNIA, AMENDING CHAPTER 2.08.03 OF THE TULELAKE MUNICIPAL CODE PERTAINING TO SALARIES OF THE MAYOR AND MEMBERS OF THE CITY COUNCIL

Mayor Cordonier advised that Ordinance 26-01 should be amended, and that there should be three excused absences for Council Members per year. No Action taken. Discussion only.

APPROVAL OF RESOLUTION 26-02 FOR CITY OF TULELAKE WASTEWATER IMPROVEMENTS PROJECT

Council Member Cordonier made a motion for the approval of Resolution 26-02 for City of Tulelake Wastewater Improvements Project. Council Member Taylor seconded the motion. All votes were aye. Motion carried. (Motion 26-28)

APPROVAL OF CHANGE ORDER #6 FROM SHASTA SERVICES INC. DBS TIMBERWORKS FOR CARD READER FOR THE FILLING STATION ON MODOC AVENUE

Public Works Director, Jose Perez, commented that having a card reader for the filling station would benefit the City and make it easier for everyone to use the filling station. Council Member Cordonier made a motion for the approval of Change Order #6 from Shasta Services Inc. DBS Timberworks for a card reader for the filling station on Modoc Avenue. Council Member Taylor seconded the motion. All votes were aye. Motion carried. (Motion 26-29)

APPROVAL OF A NEW QUOTE FOR CITY CAMERAS

Chief of Police, Tom Hoy, commented that Axon, his current provider for body cameras and tasers, offered him a good deal for new tasers, body cameras, vehicle cameras and 2 trailer cameras for \$7500 more a year. It includes training as well. Farmers are also willing to donate to the cause. Council Member Cordonier approved the new quote for City cameras. Council Member Williams seconded the motion. All votes were aye. Motion carried. (Motion 26-30)

APPROVAL OF PURCHASING A DODGE DURANGO FROM THE K-9 FUND

Chief of Police, Tom Hoy, commented that he bought a Dodge Durango from Modoc County for \$1000.00 with the K-9 fund. He has put \$2000.00 into it, and it is still having issues. He is willing to give the \$2000.00 back to the fund to use the vehicle for his training and personal use. No action taken. Discussion only.

APPROVAL OF SENDING A CANDIDATE TO THE POLICE ACADEMY

Chief of Police, Tom Hoy, stated that he will need additional help due to Retired Annuitant, Tony Ross having upcoming hip surgery. Because of this, he requested permission to send another candidate to the police academy. Chief Hoy also requested payment for the academy training and the required background check fee. Mayor Cordonier made a motion for the approval of sending a candidate to the police academy. Council Member Williams seconded the motion. All votes were aye. The motion carried. (Motion 26-31)

APPROVAL OF UPDATED CITY OF TULELAKE PERSONNEL MANUAL

Mayor Cordonier commented that Juneteenth needed to be added as a paid holiday to the City of Tulelake Personnel Manual. He also wants to add that all departments turn in their receipts to City Hall for all purchases they make. Council Member Cordonier made a motion for the approval of the updated City of Tulelake Personnel Manual. Mayor Pro Tem Velador seconded the motion. All votes were aye. The motion carried. (Motion 26-32)

DISCUSSION ABOUT OUT-OF-STATE LICENSE PLATES IN THE CITY

Chief of Police, Tom Hoy, commented that when Retired Annuitant, Tony Ross gets back from surgery he will work on the out-of-state license plates. No action taken. Discussion only.

CLOSED SESSION: CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION SIGNIFICANT EXPOSURE TO LITIGATION PURSUANT TO § 54956.9 (B): 1

Council went into Closed Session at 7:48PM.

20. ANNOUNCEMENT OF CLOSED SESSION

Council returned from Closed Session at 8:27PM. No action taken.

Chief of Police: Tom Hoy commented that he has sold \$10,000 worth of tickets for his K-9 Fundraiser Dinner. He also received a lot of donations from local businesses.

Chief Resilience Officer: Jenny Coelho commented that she asked for a well grant increase and it was approved for \$107,000.00. She also announced that they have approved to come in and remove the bowling alley. She commented that Pacific Power will be working on tree cleanup around power lines at 10 locations.

City Hall Administrator: Aissa Martinez commented that she's glad to be back from maternity leave.

Director of Public Works: Jose Perez commented that he has finally got the annual report completed. He has his department patching holes on Main Street, and they also put gravel out for the fire department. He'd like to get letters to residents in Tulelake to let them know to keep their gardens on their properties, and out of the alley way. He would like to put the old shop property for sale so the City can get some money out of it.

Library Branch Manager: Absent

ADJOURNMENT

Mayor Cordonier made a motion to adjourn the meeting at 8:32PM. Council Member Cordonier seconded the motion. All votes were aye. Motion carried. (Motion 26-33)


Tom Cordonier, Mayor

Attest:

Anna Perez, Deputy City Clerk