

AGENDA  
Regular Meeting  
TULELAKE CITY COUNCIL  
**December 07, 2021**  
**5:30 PM**  
VIA CONFERENCE CALL  
**Dial in Number: 712-432-3900 – Conference id: 419973 #**

If you are unable to attend in person, join the meeting by dialing the number listed above and entering the Conference ID No.

1. Call to Order
2. Pledge of Allegiance
3. Approval of the November 16, 2021 regular meeting minutes. Discussion/Action.
4. Approval of payment of bills. Discussion/Action
5. Comments from the public.

*This is the time set aside for citizens to address the Council on matters not on the agenda. Comments should be limited to matters within the jurisdiction of Council. If your comment concerns an item on the agenda please address the Council after that item is open for public comment. By law, the Council cannot discuss or take action on matters that are not on the agenda. The Mayor reserves the right to limit the duration of each speaker to three (3) minutes. Speakers may not give their time to others.*

6. Community Organizations and/or Tulelake Basin Joint Unified School District update. Discussion/Action. (Community and/or School Representative)
7. Approval of the revised salary schedule. Discussion/Action. (City Hall Administrator)
8. Minimum wage will go to \$14.00 per hour beginning January 01, 2022. Effective with the pay period ending on January 01, 2022, City Hall Administrator, Jenny Coelho and Director of Public Works, Jose Perez, will go from \$26.00 to \$28.00, based on California State law requiring all exempt employees are paid at least twice as much as the current minimum wage. Discussion/Action. (Finance Director)
9. Approval of annual performance raise for City Administrative Clerk, Heidi Cureton, to go from Step 8 at \$18.28 to Step 10 at \$19.20 as recommended by Department Head, Jenny Coelho, effective with the pay period ending January 01, 2022. Discussion/Action. (Finance Director)
10. Approval of raises for Assistant City Admin, Aissa Martinez, to go from \$13.12 to \$14.00 and Custodian, Teena Salazar, to go from \$13.12 to \$14.00, effective with the pay period ending January 01, 2022. Discussion/Action. (Finance Director)
11. Approval of raise for Library Branch Manager, Tricia Plass, to go from Step 5 at \$16.97 to Step 7 at \$17.83, effective with the pay period ending January 01, 2022. Discussion/Action. (Finance Director)
12. Approval of additions to the City of Tulelake Personnel Policy Manual regarding the handling of complaints and the procedures to follow for negotiating committees. Discussion/Action. (Mayor Ebinger)
13. Approval of Task Order #2 for the Clyde Hotel & Mix Tienda Building Demolition. Discussion/Action. (City Hall Administrator)
14. Approve quote from Basin Fertilizer for vegetation sterilization around the wastewater ponds. Discussion/Action. (Director of Public Works)
15. Department head updates. Discussion/Action.
  - a. Chief of Police, Tony Ross
  - b. City Hall Administrator, Jenny Coelho
  - c. Director of Public Works, Jose Perez
  - d. Finance Director, Will Sargent

**COMMENTS FROM ADMIN AND STAFF:**

16. Comments from City Engineer
17. Comments from City Attorney
18. Comments from City Building Inspector (John Pemberton)
19. Comments from Library Branch Manager (Tricia Plass)
20. Comments from Chief of Police (Tony Ross)

21. Comments from Director of Public Works (Jose Perez)
22. Comments from Finance Director (Will Sargent)
23. Comments from City Treasurer (Sara Luscombe)
24. Comments from City Clerk (Raul Figueroa)
25. Comments from City Hall Administrator (Jenny Coelho)
26. Comments from City Administrative Clerk (Heidi Cureton)
27. Comments from Council Member Penny Velador
28. Comments from Council Member Gary Fensler
29. Comments from Council Member Bryan Hendricks
30. Comments from Council Member Teresa Williams
31. Comments from Council Member Hank Ebinger
32. Adjournment

Meetings convene in the council chambers at City Hall located at 591 Main Street, Tulelake, CA 96134.

Parties with a disability as provided by the American Disabilities Act who require special accommodations or aids in order to participate in a public hearing should make the request to City Hall Staff at least 48 hours prior to the meeting.

The City Attorney, Megan Annand, may appear by telephone from 6101 Griffin Lane, Medford, OR 97501 (541)779-7131

The City Finance Director, Will Sargent, CPA, may appear by telephone from 125 Riverside Drive, Klamath Falls, OR 97601 (541) 882-2668