

MINUTES
Regular Meeting
TULELAKE CITY COUNCIL
July 05, 2022 - 5:30 PM

Mayor Ebinger called the meeting to order at 5:30 PM. Mayor Pro Tem Penny Velador and Council Member Teresa Williams were present. Council Members Bryan Hendricks and Julia Pena-Larsen were both absent. Also present were Chief of Police, Tony Ross; Director of Public Works, Jose Perez; City Hall Administrator, Jenny Coelho and City Clerk, Raul Figueroa. Present via conference call were City Treasurer, Sara Luscombe and City Administrative Clerk, Heidi Cureton.

APPROVAL OF THE JUNE 21, 2022, REGULAR MEETING MINUTES

Mayor Pro Tem Velador made a motion to approve the June 21, 2022, regular meeting minutes. Council Member Williams seconded the motion. All votes were Ayes. Motion carried. (Motion 22-121)

APPROVAL OF THE JUNE 28, 2022, SPECIAL MEETING MINUTES

Mayor Pro Tem Velador made a motion to approve the June 28, 2022, regular meeting minutes. Council Member Williams seconded the motion. All votes were Ayes. Motion carried. (Motion 22-122)

APPROVAL OF THE JUNE 30, 2022, SPECIAL MEETING MINUTES

This item was tabled because the minutes were not ready.

APPROVAL OF PAYMENT OF BILLS

Mayor Ebinger motioned to approve paying the bills submitted. Mayor Pro Tem Velador seconded the motion. All votes were Ayes. Motion carried. (Motion 22-123)

COMMENTS FROM THE PUBLIC

Tulelake Shindig Coordinator, Lydia Gill updated the Council on the increasing participation of vendors who have signed up from outside the area and within the basin for this event. She also wanted to say how thankful she is to the Public Works Department for fixing the electrical outlet that will be used at the event.

COMMUNITY ORGANIZATIONS AND/OR TULELAKE BASIN JOINT UNIFIED SCHOOL DISTRICT UPDATE

No representatives were present to give an update.

POSSIBLE CITY INCENTIVES TO OFFER A PHARMACY BUSINESS TO BE ESTABLISHED IN TULELAKE

Council Member Williams told the Council she was in contact with an organization that was interested in starting a pharmaceutical business in our city. She wanted to have the Council discuss the topic to seek any potential incentives that the city may be able to offer this potential business owner. City Hall Administrator mentioned that the city may be able to offer a discount for city utility services for their first year in business to help with their startup costs. There is a façade grant that can be used for outside improvements as well. There may be the possibility of grant money available through one of the Community Development Block Grants depending on their business experience. No action was taken, discussion only.

APPROVAL OF CHANGE ORDER #1 FOR THE OVER-EXCAVATION ON HIGHWAY STREET AND ADDITIONAL DIG-OUTS AND PAY REQUEST #1 TO ADKINS ENGINEERING

The Director of Public Works informed Council that they ran into a problem on Highway Street, with Adkins Engineering finding that a portion of the street had no foundational bottom and would require additional work and cost for them to fill and repair that portion of the street. Mayor Ebinger made a motion to approve Change Order #1 and Pay Order #1 for the additional excavation work on Highway Street and the work done on Main and G Streets that has been completed to date. Mayor Pro Tem Velador seconded the motion. All votes were Ayes. Motion carried. (Motion 22-124)

APPROVAL OF AMENDMENT TO TASK ORDER #3 FOR THE WATERLINE REPLACEMENT, METER REPLACEMENT, AND BACKFLOW PROTECTION PROJECT

The Director of Public Works informed Council of the needed changes to task order #3 for the replacement of the water meters to be added to the grant for the aforementioned project. The money that would be received from the grant would enable the City to obtain state funding to replace the meters and help Tulelake cover the future costs of installing new, innovative meter technology. Mayor Ebinger made a motion to

approve the changes to Task Order #3 to cover the water meter replacement alongside the aforementioned items on the Project. Council Member Williams seconded the motion. All votes were Ayes. Motion carried. (Motion 22-125)

APPROVAL OF QUOTE FROM ADVANTAGE PAVING & EXCAVATING, INC TO DO CRACK SEALING ON MODOC AVENUE FOR THE FY 2022/23 SB 1 PROJECT

The agenda item was tabled for the next meeting, as the Director of Public Works is still waiting for a few more incoming bids to be turned in for the project.

APPROVAL OF AUDIT ENGAGEMENT LETTER FROM CHARLES W. PILLON, CPA FOR AUDIT SERVICES FOR YEARS ENDING JUNE 30, 2022, 2023, AND 2024

City Hall Administrator, Jenny Coelho informed the Council that their contract with Charles Pillon, CPA ended as of June 30, 2022, and that she would like Council to approve renewing his contract for another three years. Charles Pillon is the only municipal auditor available for the northern California small cities. Mayor Ebinger made a motion to approve the audit engagement letter from Charles W. Pillon, CPA for Audit Services for the years ending June 30, 2022, 2023, and 2024. Mayor Pro Tem Velador seconded the motion. All votes were Ayes. Motion carried. (Motion 22-126)

APPROVAL OF THE REVISED AGREEMENT FROM CARDNO TO PROVIDE PROFESSIONAL CONSULTING SERVICES TO THE CITY OF TULELAKE BROWNFIELDS PROGRAM

City Hall Administrator informed the Council regarding the positive results that they have had working with Cardno throughout the past year and have been more than satisfied with the results in bringing much-needed funding for essential renovation projects. Therefore, she advised the Council to revise their agreement with Cardno, as they would help the City apply for future grants and keep bringing in much-needed funding for future projects. Mayor Ebinger made a motion to approve the revised agreement with Cardno to include the management of the Department of Toxic Substances Control ECRG grant for the City of Tulelake Brownfields Program. Mayor Pro Tem Velador seconded the motion. All votes were Ayes. Motion carried. (Motion 22-127)

APPROVAL OF QUOTE FROM CHRIS YOUNG TO HAVE THE MURAL PAINTED ON THE WALL AT VETERAN'S PARK

City Hall Administrator presented a quote to Council from local artist, Christopher Young, for the mural painting on the wall at Veterans Park. The quote is for \$10,000, which would be paid using funds from the Parks Per Capita Grant with the ability for changes to be made to the mural before finalizing. She also presented a sample of the concept art that Chris and City Hall staff had come up with. Council was very pleased with the sample, however, there were a few changes that they wished to be made to better highlight the organizations and individuals that have played and continue to play a huge role in the development of the City of Tulelake. Mayor Ebinger made a motion to approve the quote from Christopher Young and to adjust the sample presented to include more representation of the farmers with a picture of them harvesting crops instead of the old FFA picture from the museum. Mayor Pro Tem Velador seconded the motion. All votes were Ayes. Motion carried. (Motion 22-128)

DEPARTMENT HEAD UPDATES:

Chief of Police, Tony Ross: Chief Ross gave the Council an update on the weed abatement process. Chief Ross and the Council had a discussion regarding the base rate pay for an academy employee and he said he would make that an agenda item for the next agenda. Chief Ross said he is working on the Chief of the Police job description and would send it out to Council Members before the next City Council Meeting. Chief Ross also went over the evacuation process that is part of Siskiyou County's evacuation plan.

City Hall Administrator, Jenny Coelho: Jenny Coelho announced that she and Chewy will be meeting with the engineer and the contractor tomorrow at 1:00 pm for the pre-construction meeting for the Clyde Hotel and Mix Tienda Demolition project. She announced that she has a phone call with Vince Battaglia regarding the Brownfields program and that she needs payroll turned in to her from the Police Department ASAP as it has to be completed tomorrow.

Director of Public Works, Jose Perez: A discussion was held regarding the losing of vacation time at the end of the fiscal year as well as being called into work while on vacation. The Council suggested scheduling a workshop to review options that may be available.

ADJOURNMENT

Mayor Ebinger made a motion to adjourn the July 05, 2022, regular meeting at 6:54 PM. The motion was seconded by Mayor Pro Tem Velador. All votes were Ayes. Motion carried. (Motion 22-129)



Henry A Ebinger, Mayor

Attest:



Raul Figueroa, City Clerk