

**MINUTES**  
**Special Meeting**  
**TULELAKE CITY COUNCIL**  
**July 11, 2023 - 5:30 PM**

Mayor Penny Velador called the meeting to order at 5:36PM. Mayor Pro Tem Tom Cordonier and Council Members Teresa Williams were present. Council Member Julia Pena Larsen arrived at 5:40PM. Also in attendance was the Chief of Police, Thomas Hoy; Police Officer, Jose Fiscal; Retired Annuitant Tony Ross; City Hall Administrator, Jenny Coelho; City Administrative Clerk, Heidi Cureton; Director of Public Works, Jose Perez, and Temporary Staff Member Jazlyn Chavolla. Council Member Bryan Hendricks, City Treasurer, Sara Luscombe and Finance Director, Will Sargent were absent. The Building Inspector, John Pemberton, was present via telephone.

**OATH OF OFFICE FOR NEWLY HIRED POLICE OFFICER JOEY FISCAL**

This item was moved up by Mayor Velador because the Chief of Police informed her, he had an important incident where he was needed. Mayor Velador had Police Officer Jose Fiscal Jr. recite the Tulelake Police Oath of Office. Following the Oath, Chief Hoy pinned his badge and welcomed him to the force.

**APPROVAL OF THE JUNE 20, 2023, REGULAR MEETING MINUTES**

Mayor Pro Tem Cordonier made a motion to approve the regular meeting minutes of June 20, 2023. Council Member Williams seconded the motion. All votes were aye. Motion carried. (Motion 23-110)

**APPROVAL OF THE PAYMENT OF BILLS**

Mayor Velador made a motion to approve paying the bills presented. Mayor Pro Tem Cordonier seconded the motion. All votes were aye. Motion carried. (Motion 23-111)

**COMMENTS FROM THE PUBLIC**

No comments.

**PUBLIC HEARING: REVIEW AND PUBLIC INPUT ON PROPOSED ORDINANCE 23-201 THAT WOULD ESTABLISH REASONABLE REGULATIONS TO PREVENT IMMEDIATE RISKS ASSOCIATED WITH ABANDONED AND DISTRESSED REAL PROPERTIES WITHIN THE CITY OF TULELAKE**

The City Hall Administrator read a summary of the ordinance provided by Rico Tinsman. Building Inspector, John Pemberton, related his experiences with how a similar ordinance was working for the City of Weed. He explained the benefit of having such an ordinance in place helps hold building owners accountable for the upkeep of their buildings. Tony Ross expressed his concerns of approving an ordinance which would require an owner of a blighted building to pay an annual fee and suggested the council should just enforce the nuisance ordinance that is already in place. Council Member Williams agreed and thought that the proposed ordinance needed to be re-worded so it wasn't so intrusive as to regulate what an owner could or could not do with his own property. It was discussed more among the council and decided that a workshop was needed to go over the ordinance more closely. Mayor Velador made a motion to close the public hearing. Council Member Pena Larsen seconded. All votes were aye. Motion carried. (Motion 23-112)

**INTRODUCTION AND FIRST READING OF PROPOSED ORDINANCE 23-201, TITLE 15 CHAPTER 4, ABANDONED, ACCESSIBLE AND DISTRESSED REAL PROPERTY**

Mayor Velador made a motion to table this item and suggested the Council meet in mid-September for a workshop to re-word the ordinance. Mayor Pro Tem Cordonier seconded the motion. All votes were aye. Motion carried. (Motion 23-113)

**REQUESTING THE COUNCIL MAKE AN EXCEPTION FOR THEM AND REMOVE THE SEWER CHARGE THEY PAY AT 103 SISKIYOU STREET**

Ruben Silva and Margarita Razo were on the phone and explained to the council they felt they should not have to pay a sewer fee on property that did not have a building on it. The Council referred to Resolutions 15-15, 16-12, 18-01 and the Proposition 218 hearing from December 1, 2015, to help explain why they feel they cannot justify reversing the sewer fee for that property. The fees are in place and were raised on the recommendation of the State Water Resources Control Board so the city would be in compliance with the grant for the \$6 million Wastewater Upgrade Project. The council explained to the homeowners the city must be able to maintain adequate funding for long-term maintenance and operations of the wastewater plant. The homeowners questioned why not everyone was paying the sewer fee and council agreed that it

should be the same for everyone and asked the City Hall Administrator to send our resolution and ordinance to legal to see if there was a way to change the “grandfathering” of the ones who are not currently being charged for sewer fees. Mayor Velador made a motion to have the attorney review the current resolutions and ordinances pertaining to the wastewater and bring this back to Council at a later date. Mayor Pro Tem seconded the motion. All votes were aye. Motion carried. (Motion 23-114)

**APPROVAL OF QUOTE FROM CAL-ORE TELEPHONE TO MOVE FIBER OPTICS CONDUIT OFF 297 MODOC ONTO 365 MODOC AND THEN ACROSS MODOC AVENUE TO THE CAL-ORE VAULT ON THE CORNER OF A STREET AND MODOC AVENUE**

The quote received from Cal-Ore to reroute their fiber and duct was \$22,000. This issue was discussed, and the Director of Public Works feels that Cal-Ore Telephone should be paying for the re-routing and not the city, since they were the ones who put it in. Mayor Velador questioned if they would at least be willing to pay for part of the re-routing and made a motion to table this item until the July 18, 2023, council meeting so Cal-Ore could be contacted. Mayor Pro Tem Cordonier made the second. All votes were aye. Motion carried. (Motion 23-115)

**APPROVAL TO HIRE JAZLYN CHAVOLLA IN A FULL-TIME POSITION AS CITY OFFICE STAFF AT \$15.50 PER HOUR**

The City Hall Administrator asked if she could bump Jazlyn into a full-time position since Heidi Cureton was leaving and Aissa Martinez was going on maternity leave. Council Member Williams asked if the full-time position had been advertised to the public. The concern is to make sure we are hiring legally. Mayor Velador made a motion to advertise the position for two weeks and bring this item back at the August 01, 2023, meeting. Council Member Pena Larsen made the second. All votes were aye. Motion carried. (Motion 23-116)

**APPROVAL TO PAY OUT 73 COMP TIME HOURS EARNED TO PUBLIC WORKS EMPLOYEE ARTURO RAMIREZ AND 47 COMP TIME HOURS EARNED TO PUBLIC WORKS EMPLOYEE SAMUEL FLORES JR.**

Mayor Velador made a motion to pay out the comp time requested above to both city employees on the next payroll of July 21, 2023. Mayor Pro Tem Cordonier seconded the motion. All votes were aye. Motion carried. (Motion 23-117)

**APPOINT AN ALTERNATE BOARD MEMBER FOR SCORE (SMALL CITIES ORGANIZED RISK EFFORT)**

Mayor Velador asked Jazlyn if she would be interested in going to the SCORE meetings if the City Hall Administrator was unavailable and, after receiving an affirmative, made a motion to appoint Jazlyn Chavolla as the alternate for SCORE. Council Member Williams seconded the motion. All votes were aye. Motion carried. (Motion 23-118)

**CLOSED SESSION: EXIT INTERVIEW FOR CITY ADMINISTRATIVE CLERK**

Council went into closed session at 7:00PM

**ANNOUNCEMENT OF CLOSED SESSION**

The council returned to open session at 7:42PM. Mayor Velador announced that no action had been taken.

**CLOSED SESSION: SIGNIFICANT EXPOSURE TO LITIGATION PURSUANT TO GOVERNMENT CODE § 54956.9(B): NUMBER OF POTENTIAL CASES: 1.**

Council went into closed session at 7:43PM

**ANNOUNCEMENT OF CLOSED SESSION**

The council returned to open session at 8:03PM. Mayor Velador announced that a motion had been made and seconded in closed session to go with the attorney’s recommendations on the case. A vote was called, and all votes were aye. Motion carried. (Motion 23-119)

**CLOSED SESSION: SIX (6) MONTH PERFORMANCE REVIEW OF CHIEF OF POLICE**

Mayor Velador made a motion to table this item until the meeting of July 18, 2023. Council Member Pena Larsen seconded. All votes were aye. Motion carried. (Motion 23-120)

**DEPARTMENT HEAD UPDATES:**

**Chief of Police:** Tom Hoy was not present.



**City Hall Administrator:** Jenny Coelho mentioned that Ken Sandusky had asked if the Council would submit a letter of support for NEPA planning. She announced the Tullake Multicounty Fire District was having their annual BBQ on July 29<sup>th</sup> at 4:PM at the Fair Grounds and finally stated Rico Tinsman was wanting to have a public workshop for the City's General Plan on August 1, 2023, at 4:30PM, if that day would work for everyone.

**Director of Public Works:** No updates.

**Finance Director:** Absent.

**ADJOURNMENT**

Mayor Velador made a motion to adjourn the meeting at 8:10PM. Mayor Pro Tem Cordonier seconded the motion. All votes were aye. Motion carried. (Motion 23-121)

A handwritten signature in blue ink, reading "Paulette Velador", written over a horizontal line.

Paulette Velador, Mayor

Attest:

A handwritten signature in blue ink, reading "Aissa Martinez", written over a horizontal line.

Aissa Martinez, City Clerk