

**Tulelake City Council**  
**Regular Meeting Minutes**  
**February 05, 2019**

Mayor Ebinger called the meeting to order at 5:31 PM. Mayor Pro Tem Marcillac was present along with Council Members Nicholson, Fensler and Velador. Also present was Director of Public Works, Brett Nystrom; Chief of Police, Tony Ross; City Hall Administrator, Jenny Coelho; City Treasurer, Leslie Boyd and City Administrative Clerk, Heidi Cureton. City Clerk, Iva Rogers was absent.

**APPROVAL OF THE JANUARY 15, 2019 REGULAR MEETING MINUTES**

Council Member Velador made a motion to approve the January 15, 2019 regular meeting minutes. Mayor Pro Tem Marcillac seconded. Council Members Fensler and Nicholson abstained since they were not present for that meeting. Motion carried. (Motion 19-17)

**APPROVAL OF BILLS**

Mayor Pro Tem Marcillac moved to approve the bills presented on February 05, 2019. Council Member Velador seconded. Motion carried. (Motion 19-18)

**POSSIBLE LEASING OF CITY POTATO PROCESSING BUILDING FOR DRY STORAGE PRODUCTS**

Mr. Rajnus was not in attendance so Mayor Ebinger made a motion to table this item until a later date. Mayor Pro Tem Marcillac seconded. Motion carried. (Motion 19-19)

**APPROVE THE POSSIBLE DONATION OF A PINE TREE, LOCATED AT 148 1<sup>ST</sup> STREET, TO BE USED FOR THE CITY OF TULELAKE'S 2019 COMMUNITY CHRISTMAS TREE**

Discussion took place regarding using this tree. Brett Nystrom said it was a decent looking tree and could work. Council Member Nicholson suggested not putting a tree in the street this year. The council decided there was time to consider this issue so Mayor Ebinger made a motion to table this item until closer to Christmas. It was seconded by Mayor Pro Tem Marcillac. Motion carried. (Motion 19-20)

**APPROVAL OF TULELAKE MULTI-COUNTY FIRE PROTECTION DISTRICT CONTRACT WITH THE CITY OF TULELAKE FOR THE 2018/2019 FISCAL YEAR**

Council reviewed the 2018/2019 contract between the fire department and the city, which was inadvertently overlooked in July 2018. The contract remains the same as it was for 2017/2018. Mayor Ebinger made a motion to approve the contract. It was seconded by Council Member Nicholson. Motion carried. (Motion 19-21)

**REQUESTING APPROVAL TO SUPPORT THE TULELAKE BOOSTER CLUB ALUMNI GAME THROUGH EITHER SPONSORSHIP, MEMBERSHIP OR DONATION**

The Council expressed their desire to support the local booster club and discussed the options at which they could contribute. Mayor Ebinger made a motion to support them through a \$100 membership donation. It was seconded by Council Member Nicholson. Motion carried. (Motion 19-22)

**REVIEW AND APPROVE THE APPRAISALS COMPLETED BY SCORE FOR CITY OF TULELAKE PROPERTIES**

Jenny Coelho, City Hall Administrator, gave a run down to Council on the property appraisals finished by HCA Asset Management, LLC, for SCORE. She advised that the amounts listed in the report were replacement values. After some discussion, Council agreed that the property values presented in the report were reasonable. Mayor Ebinger made a motion to approve the appraisals. It was seconded by Council Member Velador. Motion carried. (Motion 19-23)

**PUBLIC HEARING FOR SUBMITTAL OF 2018 STATE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) NOTICE OF FUNDING AVAILABLE (NOFA) APPLICATION AND TO SOLICIT PUBLIC INPUT**

Jim Cook, Grant Administrator, opened the hearing by relating to Council and the public present the details of the grant in which the City is applying for. The grant is not to exceed \$3 million and will be broken out into the following activities: Wastewater System Renovation, \$2,310,560.00; Home Owners Assistance, \$465,116.00 and General Administration, \$280,176.00. After discussion by all, Mayor

Ebinger made a motion to close the hearing. Mayor Pro Tem Marcillac seconded. Motion carried. (Motion 19-24)

**APPROVAL OF RESOLUTION 19-02, APPROVING AN APPLICATION FOR FUNDING AND EXECUTION OF A GRANT AGREEMENT AND ANY AMENDMENTS THERETO FROM THE 2018 FUNDING YEAR OF THE STATE CDBG PROGRAM**

Jenny Coelho, City Hall Administrator, read Resolution 19-02 out loud in its entirety. After the reading, Jim Cook mentioned that a correction was needed in section 3, noting that it should read, "The City hereby acknowledges it shall submit an application for TWO eligible CDBG ACTIVITIES..." instead of "one activity". Mayor Ebinger made a motion to approve Resolution 19-02 with the corrections noted by Jim Cook. Council Member Fensler seconded. Motion carried. (Motion 19-25)

**REVIEW AND APPROVE THE FINAL MODIFICATIONS TO THE CONTRACT WITH SHN DUE TO ADDITIONAL ENGINEERING NEEDED TO COMPLETE THE 15-CDBG-10569 GRANT; ADDENDUM NO. 2, SOCCER FIELD IMPROVEMENTS AND ADDENDUM NO. 6, WATER SYSTEM IMPROVEMENTS**

Jim Cook, Grant Administrator, explained that this grant has already been completed and these modifications were recommended by the City Auditor in order to correctly finalize all the paperwork. Mayor Ebinger made a motion to approve both Addendum No. 2 and Addendum No. 6. Mayor Pro Tem Marcillac seconded. Motion carried. (Motion 19-26)

**APPROVAL TO SEND ADKINS ENGINEERING & SURVEYING A LETTER OF INTENT FOR THE CITY OF TULELAKE'S 2019 WATER SYSTEM IMPROVEMENTS PROJECT**


Brett Nystrom, Director of Public Works, made a request to Council to be able to send a Letter of Intent to Adkins Engineering requesting a comprehensive proposal for the project in question. Council Member Fensler made a motion for a Letter of Intent to be sent to Adkins Engineering. Council Member Nicholson seconded. Motion carried. (Motion 19-27)

**REVIEW OF 2018 ANNUAL TULELAKE WATER SYSTEM REPORT**

Director of Public Works, Brett Nystrom, went over the 2018 Water System Report with Council, pointing out the various upgrades and improvements which were completed in 2018. He also pointed out that the City has used almost 12 million gallons of water *less* than in 2017. This was informational only. No action was taken.

**ADJOURNMENT**

Mayor Ebinger made a motion to adjourn the meeting at 6:52 PM. Council Member Nicholson seconded. Motion carried. (Motion 19-28)

  
Henry A Ebinger, Mayor

Attest:



Iva Rogers, City Clerk