

**Tulelake City Council  
Regular Meeting Minutes  
October 4, 2016**

The meeting was called to order at 5:30 PM by Mayor Ebinger with Council Members Campbell, Darrow, Nicholson and Mayor Pro Tem Marcillac present. Also present was; Jenny Coelho, City Administrative Clerk; Brett Nystrom, Director of Public Works and Carla Perez, City Treasurer.

**APPROVAL OF THE SEPTEMBER 20, 2016 REGULAR MEETING AND SEPTEMBER 22, 2016 SPECIAL MEETING MINUTES**

Mayor Pro Tem Marcillac moved to accept the September 20, 2016 regular meeting and September 22, 2016 special meeting minutes. Council Member Nicholson seconded. Council Member Campbell abstained as he was not present for the September 22, 2016 special meeting minutes. Motion carried. (Motion 16-153)

**APPROVAL OF BILLS**

Council Member Campbell moved to approve the bills presented. Mayor Pro Tem Marcillac seconded. Motion carried. (Motion 16-154)

**OPEN REQUEST FOR PROPOSAL BIDS FOR AGRICULTURAL LEASE LAND; REVIEW AND AWARD.**

Only one sealed bid was received and Mayor Ebinger instructed the City Administrative Clerk to open and present the bid to the City Council. The bid was received from Nick Scott Farms for the total amount of \$12,000 equivalent to approximately \$226.42 per acre. Mayor Pro Tem Marcillac moved to accept the bid for the Ag Lease Land from Nick Scott Farms and Council Member Nicholson seconded. Motion carried. (Motion 16-155)

**APPROVAL OF INTEGRATED WATER SERVICES, INC. PAY APPLICATION #13 AND CHANGE ORDER #3**

Dan Scalas of Adkins Engineering Consulting, LLC, presented Integrated Water Services, Inc. Pay Application #13 for Council approval. Dan also said that they were going to hold off on getting approval of Change Order #3 as it may not be needed depending on the costs that would be figured toward the end of the project. Council Member Nicholson moved to approve Pay Application #13 and have the Mayor sign the application. Mayor Ebinger seconded. Motion carried. (Motion 16-156)

**CONSIDERATION TO HIRE RECOMMENDED TEMPORARY CITY STAFF EMPLOYEE**

Jenny Coelho, City Administrative Clerk, said there were a total of seven applicants and five were called for interviewing. One applicant declined to interview because of other job responsibilities. One applicant did not respond and three others were interviewed. The interview committee selected Heidi Cottingham for the position and wants the Council's approval to hire her at the minimum wage rate of \$10.00. The minimum wage rate will rise to \$10.50 beginning January 1, 2017. Mayor Ebinger moved to approve hiring Heidi Cottingham at the minimum wage rate of \$10.00 per hour for the Temporary City Staff position. Mayor Pro Tem Marcillac seconded. Motion carried. (Motion 16-157)

**APPROVE CITY OF TULELAKE RECYCLED PRODUCTS PROCUREMENT POLICY AND RESOLUTION 16-09**

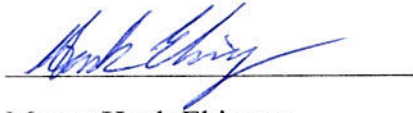
Brett Nystrom, Director of Public Works, presented a Recycled Products Procurement Policy and Mayor Ebinger asked Jenny Coelho to read Resolution 16-09, a Resolution Authorizing Approval of the City of Tulelake's Recycled Products Procurement Policy or Environmentally Preferred Products Policy. Council Member Campbell moved to approve the City of Tulelake Recycled Products Procurement Policy and Resolution 16-09. Mayor Pro Tem Marcillac seconded. Motion carried. (Motion 16-158)

**DEPARTMENT HEAD UPDATES**

Department heads present updated the Council with what is happening on each of their city projects. There was some discussion of having ribbon cutting ceremonies in conjunction with the Tulelake Chamber of Commerce for new businesses.

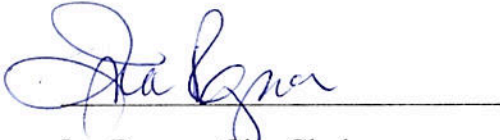
**ADJOURNMENT**

Motion was made by Mayor Pro Tem Marcillac for adjournment at 6:10 PM. It was seconded by Council Member Campbell. Motion carried. (Motion 16-159)



Mayor Hank Ebinger

Attest:



Iva Rogers, City Clerk