

**Tulelake City Council**  
**Regular Meeting Minutes**

**July 18, 2017**

The meeting was called to order at 5:30 PM by Mayor Ebinger. Mayor Pro Tem Marcillac and Council Members Fensler, Velador and Nicholson were present. Also present Iva Rogers, City Clerk; Tony Ross, Chief of Police; Jenny Coelho, City Administrative Clerk; Brett Nystrom, Director of Public Works and Heidi Cureton, Assistant City Admin.

**APPROVAL OF THE JULY 5, 2017 REGULAR MEETING**

Council Member Velador made a motion to approve the regular meeting minutes of July 5, 2017. It was seconded by Mayor Pro Tem Marcillac. Council Member Nicholson was absent for that meeting and therefore abstained. Motion carried. (Motion 17-107)

**APPROVAL OF BILLS**

Mayor Pro Tem Marcillac made a motion to approve the bills. It was seconded by Council Member Velador. Motion carried. (Motion 17-108)

**PRESENTATION OF RURAL KLAMATH CONNECTS (RKC) AND THE RURAL TOURISM STUDIO GRANT**

Rural Klamath Connects is a regional communication hub linking the 5 rural communities of Bonanza, Malin, Merrill, Dorris and Tulelake. Formerly Try Unity, it was decided to add the nearby communities of Doris and Bonanza, hence the name change. Members from each community were present to speak about the positive changes they are making. The group hopes to get funding through donations or grants to purchase laptops, projectors and other equipment needed for the ongoing success of the project. No action was taken.

**INQUIRING IF THE CITY IS STILL INTERESTED IN PURCHASING THE OLD EMPORIUM (MARCHA THEATRE) LOCATED AT 325 MAIN STREET**

Mayor Pro Tem Marcillac made a motion to decline the purchase of the old Emporium at this time since the City is not financially set to take on the unknown expense it may require renovating, along with the damage being caused to it by the Clyde Hotel. It was seconded by Council Member Nicholson. Motion carried (Motion 17-109)

**INFORMATION AND Q&A REGARDING THE DUNCAN FAMILY FARMS, LETTUCE GROWERS IN THIS AREA**

Mr. Joe Jaramillo, Project Manager with Duncan Family Farms gave the City Council a background on their organization. Mr. Duncan is a 4<sup>th</sup> generation farmer located in Arizona who took over the family farming business in 1985. In 1994 the company went into organic produce. In 2010 they started having year round supplies of produce. They are now in many states including New York and California. All the produce grown in Tulelake, Merrill and Malin is shipped to Salinas, CA for packing; they currently employ 45 local employees, 30 of which are staying in Klamath Falls due to lack of housing in the Tulelake area. They are excited to be here and hope they can help boost our Tulelake economy. No action was taken.

**REVIEW DRAFT RESCISSION OF NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM ORDER NUMBER R1-2013-0029 AND CEASE AND DESIST ORDER NO R1-2013-0030 FOR THE CITY OF TULELAKE WASTEWATER TREATMENT FACILITY**

Brett Nystrom, Director of Public Works spoke to the Council at length regarding this procedure. Mayor Ebinger and Mr. Nystrom will be attending a public meeting in Weed, CA on October 19, 2017, to hear any comments or objections to the proposed rescission and cease and desist orders. No action was taken.

**NOMINATE A CITY REPRESENTATIVE AND AN ALTERNATE TO THE CORE TEAM, WHICH CONSISTS OF REPRESENTATIVES OF MODOC AND SISKIYOU COUNTIES, TULELAKE IRRIGATION DISTRICT AND THE CITY OF TULELAKE TO SATISFY THE TERMS OF THE GROUNDWATER SUSTAINABILITY PLAN MOU (MEMORANDUM OF UNDERSTANDING)**

Council Member Velador made a motion to have Mayor Ebinger be the City Representative with Brett Nystrom being the alternate. Mayor Pro Tem Marcillac seconded the motion. Motion carried. (Motion 17-110)

**REVIEW AND APPROVE THE MOU REGARDING THE DEVELOPMENT OF A GROUNDWATER SUSTAINABILITY PLAN FOR THE TULELAKE SUBBASIN BETWEEN THE CITY, MODOC COUNTY, SISKIYOU COUNTY AND TULELAKE IRRIGATION DISTRICT**

Council Member Fensler made a motion to approve the MOU regarding the development of a Groundwater Sustainability Plan for the Tulelake Subbasin between the City, Modoc County, Siskiyou County and Tulelake Irrigation District and for Mayor Ebinger to sign all necessary paperwork. Mayor Pro Tem Marcillac seconded the motion. Motion carried. (Motion 17-111)

**APPROVE ESTABLISHING A CITY HALL ADMINISTRATOR POSITION. PROMOTE JENINE COELHO AS AN EXEMPT EMPLOYEE TO THE CITY HALL ADMINISTRATOR POSITION AND PROMOTE HEIDI CURETON AS A FULL TIME EMPLOYEE FOR THE CITY ADMINISTRATIVE CLERK POSITION**

Council Member Velador made a motion to approve establishing a City Hall Administrator position and to promote Jenine Coelho as an exempt employee to the City Hall Administrator position and promote Heidi Cureton as a full time employee for the City Administrative Clerk position. It was seconded by Mayor Pro Tem Marcillac. Motion carried. (Motion 17-112)

**APPROVAL OF CITY OF TULELAKE FISCAL YEAR 2017-2018 SALARY SCHEDULE AS REQUIRED BY CALPERS**

Mayor Ebinger made a motion to approve the City of Tuelake Fiscal Year 2017-2018 Salary Schedule as required by CAIPers. Council Member Velador seconded the motion. Motion carried. (Motion 17-113)

**APPROVE SALARY STEP INCREASE FOR OFFICER JUSTIN ANDERSON TO STEP FIVE (5) OF \$18.10 PER HOUR TO BE EFFECTIVE JULY 23, 2017**

This item was tabled for the next council meeting set for August 1, 2017.

**APPROVE SALARY STEP INCREASES, EFFECTIVE JULY 23, 2017, FOR THE FOLLOWING EMPLOYEES: LIBRARY BRANCH MANAGER, TRICIA PLASS TO STEP 2 AT \$15.76 PER HOUR, TEMPORARY CITY STAFF, HEIDI COTTINGHAM TO STEP 1 AT \$10.76 PER HOUR, CUSTODIAN, TEENA SALAZAR TO STEP 2 AT \$11.03 PER HOUR, CITY ADMINISTRATIVE CLERK, HEIDI CURETON TO STEP 3 AT \$16.15 PER HOUR, CITY HALL ADMINISTRATOR JENINE COELHO TO \$45,760 ANNUAL SALARY; AND BRETT NYSTROM TO \$50, 400 ANNUAL SALARY**

Mayor Pro Tem Marcillac made a motion to approve salary step increases, effective July 23, 2017, for the following employees: Library Branch Manager, Tricia Plass to step 2 at \$15.76 per hour, Temporary City Staff, Heidi Cottingham to step 1 at \$10.76 per hour, Custodian, Teena Salazar to step 2, at \$11.03 per hour, City Administrative Clerk, Heidi Cureton to step 3, at \$16.15 per hour, City Hall Administrator, Jenine Coelho to \$45,760 annual salary; and Brett Nystrom to \$50,400 annual salary. It was seconded by Council Member Velador. Motion carried. (Motion 17-114)

**ADJOURNMENT**

A motion was made by Mayor Pro Tem Marcillac to adjourn. It was seconded by Council Member Velador. Motion carried. Council was adjourned at 8:42 PM. (Motion 17-115)



Mayor Hank Ebinger

Attest:



Iva Rogers, City Clerk