



City of Etna

AGENDA for the REGULAR MEETING of the ETNA CITY COUNCIL

DATE OF THE MEETING: May 22, 2023

TIME OF THE MEETING: 6:30pm

PLACE OF THE MEETING: 442 Main Street Etna, CA or TELECONFERENCE

1. **Call to Order**

- a. Pledge of Allegiance
- b. Roll Call

2. **Public Comment - Non-agenda items.** The City Council cannot take action or comment on non-agenda items.

3. **CONSENT CALENDAR**

- a. Minutes Regular Meeting April 24, 2023
- b. Minutes Special Meeting May 8, 2023
- c. Accounts Payable Check Register
- d. Resolution 2023-006 – A Resolution of the City Council of the City of Etna Establishing The City Council Regular Meeting Schedule
- e. Resolution 2023-007 – A Resolution of the City Council of the City of Etna Approving the Bartneck Lot Line Adjustment for APNS 056-275-140 and 056-274-150

4. **DEPARTMENT REPORTS**

*Police Dept *Public Works *Fire Dept *Ambulance *Clerk *Mayor *Council/Committee

5. **CURRENT BUSINESS**

- a. Discuss/Approve Run For Restoration 5K Rockside Ranch Event Application
- b. 2023 PCT Patch Design Winner Acknowledgement
- c. Discuss Update on Museum Project
- d. Discuss/Approve 2023-2025 Museum Lease Agreement
- e. Discuss/Approve Ambulance Volunteer Employment Application – Erik Braswell
- f. Discuss/Approve Updating NSMIT Bank Signatories
- g. Discuss/Approve Master Water Meter Prime Country Real Estate Condos
- h. Discuss/Approve Lawnmower Purchase
- i. Discuss/Approve COPS Money Purchases
- j. Discuss/Approve City of Etna Salary Schedule
- k. Discuss Update City Manager Position

6. **CORRESPONDENCE**

7. **CITY COUNCIL STATEMENTS AND REQUESTS**

8. **CLOSED SESSION:**

- a. Pursuant to Government Code Section §54956.9 – Potential Litigation
- b. Pursuant to Government Code Section §54957 – Personnel Matters

9. **ADJOURNMENT**

Zoom Teleconference Information:

Phone: 1-669-444-9171 US Meeting ID: 890 3705 6340

<https://us06web.zoom.us/j/89037056340>



MINUTES
REGULAR MEETING OF THE ETNA CITY COUNCIL
Monday April 24, 2023

Members of the Etna City Council met on this 24th day of April, via TELECONFERENCE and IN PERSON. Mayor Cliff Munson called the meeting to order and led in the Salute to the Flag of the United States of America.

Roll Call

Councilmembers Jason Deppen, Mayor Cliff Munson, and John Stacher were present. Councilmember Brandon Fawaz, and Charnna Gilmore were absent.

Oral Comments from the Public on Non-Agenda Item

Tom Smith commented on the city website.

George Poe commented about keeping the city ambulance and how great of a job Ambulance Director Teri Arrwood is doing.

Annie Kramer added how much she appreciates Teri's hard work going above and beyond for the community.

Peggy Johnson commented on how important the ambulance and Teri are.

Dawn Schott recommended the Council hire another ambulance employee to support Teri.

Consent Calendar

- Minutes Regular Meeting March 27, 2023
- Minutes Special Meetings April 4, 2023, and April 10, 2023
- Accounts Payable Check Register
- Resolution 2023-005 – A Resolution Adopting a List of Projects for Fiscal Year 2022-23 Funded SB 1: The Road Repair Accountability Act of 2017

Councilmember Deppen moved to approve the Consent Calendar, Stacher seconded, and the motion passed. (Councilmember Brandon Fawaz arrived.)

Ayes : Fawaz, Deppen, Stacher, Munson

Council/Department Reports:

Police Chief Josh Short provided a written report in the council packet. Chief Short appreciated the support from the Council and emphasized the importance of communication. Missy is officially on her own now and doing a great job.

Public Works Director Dan Burbank provided a written report in the council packet. Mayor Munson commented on a few leaks around town and Cleveland Street being on the list for repairs.

Fire Chief Alan Kramer reported that there were three flume fires in Etna this month. Chief Kramer has been working on the valley wide fire academy and recently completed the RT-130 firefighter training. Councilmember Deppen asked about the new radios. Chief Kramer stated the grant is complete, but they need to be installed.

Ambulance Director Teri Arrwood provided a written report in the council packet. Arrwood mentioned that there have been some mechanical issues happening with the ambulances that they are working through. Arrwood is hoping to be able to hire a second person to assist her. Arrwood received a scholarship from an international organization and is planning to attend an EMS Educator Conference in August.

City Clerk Pamela Eastlick reported that the SWRCB Grant is closed. Four applications have been received for lifeguarding so far. IT is still in the process of being updated and switched from Network One to Garland Tech. Eastlick reminded the Council about the LOLA dinner coming up in July and needing to plan for the event.

Mayor Munson had nothing to report.

CURRENT BUSINESS:

Approve and Sign the Proclamation of the City of Etna Proclaiming April 30, 2023, as Smart Rural Community Day. Mayor Munson read the Proclamation. Councilmember Stacher moved to approve the Proclamation, Fawaz seconded, and the motion passed.

Ayes : Fawaz, Deppen, Stacher, Munson

Approve and Sign Proclamation for National EMS Week. Councilmember Fawaz moved to approve the proclamation, Deppen seconded and the motion passed.

Ayes : Stacher, Munson, Deppen, Fawaz

Mayor Munson read the Proclamation for National EMS Week.

Discuss/Approve Cannabis Local Jurisdiction Retail Access Grant Program. City Council tabled this item.

Discuss/Approve Lifeguard Training. Audience member Mark Clausen explained that he and his son are certified lifeguard trainers. They are offering their service for training lifeguards for this season. The fee for the instructors would be waived. Contact information was exchanged. No action taken.

Discuss/Approve 75th Etna May Rodeo Parade Event Application. Kory Hayden requested Council approval for the Rodeo Parade. Councilmember Deppen moved to approve the 75th Etna May Rodeo Parade Event Application, Stacher seconded, and the motion passed.

Ayes : Fawaz, Deppen, Munson, Stacher

Discuss/Approve Resource Conservation Lease Agreement. Mayor Munson explained the details in the lease agreement. It is recommended to keep the rent amount the same but increasing the utilities by \$70.00 roughly. This lease gets adjusted every two years.

Further discussion. Councilmember Deppen moved to approve the Resource Conservation Lease Agreement, Stacher seconded, and the motion passed.

Ayes : Fawaz, Deppen, Stacher, Munson

Discuss/Approve Firefighter Application Deb Tippit. Fire Chief Alan Kramer presented two applications for Council approval. Deb Tippit and Shannon Wedgley. Councilmember Deppen moved to approve both applicants, Stacher seconded, and the motion passed.

Ayes : Fawaz, Deppen, Munson, Stacher

Discuss Update on Museum Project. Chief Short has been researching grants to support this project. Further discussion. Councilmember Deppen moved to approve Chief Short to continue to look into grants to get this project moving. Mayor Munson seconded, and the motion passed.

Ayes : Stacher, Fawaz, Deppen, Munson

Chief Short will have information at the next regular meeting in May.

Discuss/Review Salary Schedule and Job Descriptions. Mayor Munson is currently working on a salary schedule to present in the future.

CORRESPONDENCE:

Councilmember Fawaz received a phone call from someone interested in the Pool Manager position and was unaware that the age requirement was 21. Further discussion.

CITY COUNCIL STATEMENTS AND REQUESTS:

Adjournment

There being no further business Mayor Munson ended the regular meeting at 7:32 pm.

Respectfully submitted,

Jenny Bennett

Asst. City Clerk



**MINUTES
SPECIAL MEETING OF THE ETNA CITY COUNCIL
Monday May 8, 2023**

Members of the Etna City Council met on this 8th day of May, via TELECONFERENCE and IN PERSON. Mayor Cliff Munson called the meeting to order and led in the Salute to the Flag of the United States of America.

Roll Call

Councilmembers Jason Deppen, Brandon Fawaz, and Mayor Cliff Munson were present. Councilmembers John Stacher, and Charnna Gilmore were absent.

Oral Comments from the Public on Non-Agenda Item

Ambulance Director Teri Arrwood read a letter to the Council and audience.

Current Business:

Discuss/Approve Pool Manager and Lifeguard Hires. Councilmember Deppen moved to approve hiring Mae Thackeray as the Pool Manager for this season at an hourly rate of \$21.00 per hour. Councilmember Fawaz seconded and the motion passed unanimously.

Councilmember Fawaz moved to approve the lifeguard hires as follows:

Ashton Elam - \$16.50/hr.
Tristan Chesnick - \$16.50/hr.
Trenton Hogge - \$16.50/hr.
Ethan Shickle - \$16.50/hr.
Jacob O'Brien - \$16.50/hr.
Lainey Shaw - \$15.50/hr.

Councilmember Munson seconded and the motion passed unanimously.

Discuss/Approve Support Letter to County Supervisor Ray Haupt. Councilmember Fawaz moved to approve sending a letter in support of naming Discover Siskiyou as the official California Film Commission designee for Siskiyou County. Councilmember Deppen seconded and the motion passed unanimously.

CORRESPONDENCE:

None.

CITY COUNCIL STATEMENTS AND REQUESTS:

None.

Adjournment

There being no further business Mayor Munson adjourned the meeting.

Respectfully submitted,

Jenny Bennett
Asst. City Clerk

INVOICE APPROVAL LIST REPORT - DETAIL WITH GL DIST

Date: 05/05/2023

Time: 1:23 pm

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City of Etna

Vendor Name	Invoice Description1	Ref No.	Discount Date	
Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

BRUCE'S TOWING-RADIATOR & DISMANTLING 1409 S. MAIN ST YREKA CA 96097	Ambulance Tow BRUCE S GF 4.21.23	26059 0	04/21/2023 05/03/2023 04/21/2023 00/00/0000	 0.00 0.00 220.00
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GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
50-45-860.00	VEHICLE MAINTENANCE		220.00	0.00

Check No.	0	Total:	220.00
Total for	BRUCE'S TOWING-RADIATOR &		220.00

CAMPORA PO BOX 992424 REDDING CA 96099-2424	155 Diggles PD CAMPO GF 3556297	26048 0	05/03/2023 05/03/2023 05/03/2023 00/00/0000	 0.00 0.00 336.64
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GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-40-840.20	HEATING		168.32	0.00
53-40-840.20	HEATING		168.32	0.00

Check No.	0	Total:	336.64
Total for	CAMPORA		336.64

DEPARTMENT OF HEALTH CARE SERVICES ACCOUNTING SECTION PO BOX 997415 SACRAMENTO CA 95899-7415	Quality Assurance Fee DEPT. OF H GF	26037 0	04/03/2023 05/03/2023 04/03/2023 00/00/0000	 0.00 0.00 5,477.22
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GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
50-45-750.00	DUES AND SUBSCRIPTIONS		5,477.22	0.00

Check No.	0	Total:	5,477.22
Total for	DEPARTMENT OF HEALTH CARE		5,477.22

E & S ENGINEERS 329 WEST MINER STREET YREKA CA 96097	Monthly Retainer BRAY GF 4047	26050 0	04/27/2023 05/03/2023 04/27/2023 00/00/0000	 0.00 0.00 500.00
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GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-25-782.00	ENGINEER FEES		500.00	0.00

E & S ENGINEERS 329 WEST MINER STREET YREKA CA 96097	Pool Solar Project BRAY GF 4061	26051 0	04/27/2023 05/03/2023 04/27/2023 00/00/0000	 0.00 0.00 1,155.00
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GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
23-70-881.00	PROP 68-POOL GRANT		1,155.00	0.00

INVOICE APPROVAL LIST REPORT - DETAIL WITH GL DIST

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Vendor Name	Invoice Description1	Ref No.	Discount Date	
Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

Check No.	0	Total:	1,655.00
Total for	E & S ENGINEERS		1,655.00

GREAT NORTHERN SERVICES	Portfolio Management	26042	04/21/2023	
			05/03/2023	
310 BOLES STREET	GNC		04/21/2023	0.00
WEED	GF	0	00/00/0000	0.00
CA 96094	121118-0322			431.25

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
70-35-760.00	PROFESSIONAL & CONTRACT SERVCS		431.25	0.00

Check No.	0	Total:	431.25
Total for	GREAT NORTHERN SERVICES		431.25

HENRY SCHEIN MEDICAL	Medical Supplies	26040	04/12/2023	
			05/03/2023	
PO BOX 7156	HENRYSH		04/12/2023	0.00
PASADENA	GF	0	00/00/0000	0.00
CA 91109-7156	36672141			87.95

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
50-45-872.00	MEDICAL SUPPLIES		87.95	0.00

HENRY SCHEIN MEDICAL	Medical Supplies	26049	04/18/2023	
			05/03/2023	
PO BOX 7156	HENRYSH		04/18/2023	0.00
PASADENA	GF	0	00/00/0000	0.00
CA 91109-7156	36847880			47.49

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
50-45-872.00	MEDICAL SUPPLIES		47.49	0.00

HENRY SCHEIN MEDICAL	Medical Supplies	26070	04/25/2023	
			05/04/2023	
PO BOX 7156	HENRYSH		04/25/2023	0.00
PASADENA	GF	0	00/00/0000	0.00
CA 91109-7156	37132647			11.59

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
50-45-872.00	MEDICAL SUPPLIES		11.59	0.00

HENRY SCHEIN MEDICAL	Medical Supplies	26071	04/27/2023	
			05/04/2023	
PO BOX 7156	HENRYSH		04/27/2023	0.00
PASADENA	GF	0	00/00/0000	0.00
CA 91109-7156	37233470			16.41

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
50-45-872.00	MEDICAL SUPPLIES		16.41	0.00

Check No.	0	Total:	163.44
Total for	HENRY SCHEIN MEDICAL		163.44

INVOICE APPROVAL LIST REPORT - DETAIL WITH GL DIST

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Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

INDUSTRIAL SERVICE & SUPPLY	Water Chemicals	26069	08/03/2022	
			05/04/2023	
PO DRAWER 28328	INDSER		08/03/2022	0.00
TEMPE	GF	0	00/00/0000	0.00
AZ 85285	036775			5,299.02

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
40-30-877.00	CHEMICALS		5,299.02	0.00

Check No.	0	Total:	5,299.02
Total for	INDUSTRIAL SERVICE & SUPPLY		5,299.02

INTERNATIONAL INSTITUTE OF MUNICIPAL CLERKS	2023 Dues	26064	04/11/2023	
8331 UTICA AVE.,#200			05/03/2023	
RANCHO CUCAMONGA	IIMC		04/11/2023	0.00
CA 91730	GF	0	00/00/0000	0.00
				225.00

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-25-750.00	DUES AND SUBSCRIPTIONS		225.00	0.00

Check No.	0	Total:	225.00
Total for	INTERNATIONAL INSTITUTE OF		225.00

J.P. COOKE CO.	23-24 Dog Licenses	26079	05/04/2023	
			05/04/2023	
1311 HOWARD ST. BOX 3848	JPC		05/04/2023	0.00
OMAHA	GF	0	00/00/0000	0.00
NE 68103	779856			88.55

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-25-875.00	SPECIAL DEPT SUPPLIES & EQUIP		88.55	0.00

Check No.	0	Total:	88.55
Total for	J.P. COOKE CO.		88.55

LIFE ASSIST	Medical Supplies	26047	04/27/2023	
			05/03/2023	
11277 SUNRISE PARK DRIVE	LA		04/27/2023	0.00
RANCHO CORDOVA	GF	0	00/00/0000	0.00
CA 95742	1314279			111.79

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
50-45-872.00	MEDICAL SUPPLIES		111.79	0.00

Check No.	0	Total:	111.79
Total for	LIFE ASSIST		111.79

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Vendor Name	Invoice Description1	Ref No.	Discount Date	
Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

LINCOLN AQUATICS	Pool Chemicals	26068	05/04/2023	
			05/04/2023	
PO BOX 80248	LEI		05/04/2023	0.00
CITY OF INDUSTRY	GF	0	00/00/0000	0.00
CA 91716-8248	SN098059			3,234.53

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
23-70-877.00	CHEMICALS		3,234.53	0.00

Check No.	0	Total:	3,234.53
Total for	LINCOLN AQUATICS		3,234.53

MOORE'S GRAVEL	Agg Base & Sand	26067	04/30/2023	
			05/03/2023	
8832 S HWY 3	MG		04/30/2023	0.00
CALLAHAN	GF	0	00/00/0000	0.00
CA 96014	10212			324.25

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
40-30-880.00	MAINTENANCE & SUPPLIES		324.25	0.00

Check No.	0	Total:	324.25
Total for	MOORE'S GRAVEL		324.25

NETWORK ONE	IT Services	26060	04/20/2023	
			05/03/2023	
10652 INDUSTRIAL WAY	NETW		04/20/2023	0.00
ROSEVILLE	GF	0	00/00/0000	0.00
CA 95678	FPA-102757			2,533.00

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-25-760.01	I.T.		361.90	0.00
10-40-760.01	I.T.		361.85	0.00
10-41-760.01	I.T.		361.85	0.00
40-30-760.01	I.T.		361.85	0.00
45-33-760.01	I.T.		361.85	0.00
50-45-760.01	I.T.		361.85	0.00
53-40-760.01	I.T.		361.85	0.00

Check No.	0	Total:	2,533.00
Total for	NETWORK ONE		2,533.00

OLD ETNA TREE SERVICE	Conduit Remount	26063	01/01/2023	
JERRY PADILLA			05/03/2023	
PO BOX 201	PADILLA		01/01/2023	0.00
ETNA	GF	0	00/00/0000	0.00
CA 96027	259			250.00

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-70-760.00	PROFESSIONAL & CONTRACT SERVCS		250.00	0.00

Check No.	0	Total:	250.00
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INVOICE APPROVAL LIST REPORT - DETAIL WITH GL DIST

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Vendor Name	Invoice Description1	Ref No.	Discount Date	
Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

Total for	OLD ETNA TREE SERVICE	250.00
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PACIFIC POWER	440 Main City Hall	26052	04/24/2023	
			05/03/2023	
PO BOX 26000	PP		04/24/2023	0.00
PORTLAND	GF	0	00/00/0000	0.00
OR 97256-0001				287.78
GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-55-840.10	ELECTRIC		287.78	0.00
PACIFIC POWER	400 Howell Pool L	26053	04/24/2023	
			05/03/2023	
PO BOX 26000	PP		04/24/2023	0.00
PORTLAND	GF	0	00/00/0000	0.00
OR 97256-0001				78.28
GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
23-70-840.10	ELECTRIC		78.28	0.00
PACIFIC POWER	Woodland Filtr Plant	26054	04/24/2023	
			05/03/2023	
PO BOX 26000	PP		04/24/2023	0.00
PORTLAND	GF	0	00/00/0000	0.00
OR 97256-0001				21.05
GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
40-30-840.10	ELECTRIC		21.05	0.00
PACIFIC POWER	448 Main RCD	26055	04/24/2023	
			05/03/2023	
PO BOX 26000	PP		04/24/2023	0.00
PORTLAND	GF	0	00/00/0000	0.00
OR 97256-0001				115.10
GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-55-840.10	ELECTRIC		115.10	0.00
PACIFIC POWER	155 Diggles PD	26056	04/24/2023	
			05/03/2023	
PO BOX 26000	PP		04/24/2023	0.00
PORTLAND	GF	0	00/00/0000	0.00
OR 97256-0001				205.24
GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-40-840.10	ELECTRIC		102.62	0.00
53-40-840.10	ELECTRIC		102.62	0.00
PACIFIC POWER	625 Howell Shop & Amb	26058	04/24/2023	
			05/03/2023	
PO BOX 26000	PP		04/24/2023	0.00
PORTLAND	GF	0	00/00/0000	0.00
OR 97256-0001				375.13
GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-60-840.10	ELECTRIC		41.68	0.00
40-30-840.10	ELECTRIC		41.68	0.00
45-33-840.10	ELECTRIC		41.69	0.00
50-45-840.10	ELECTRIC		250.08	0.00

INVOICE APPROVAL LIST REPORT - DETAIL WITH GL DIST

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City of Etna

Vendor Name	Invoice Description1	Ref No.	Discount Date	
Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

PACIFIC POWER	401 Island Sewerplant	26057	04/25/2023	
			05/03/2023	
PO BOX 26000	PP		04/25/2023	0.00
PORTLAND	GF	0	00/00/0000	0.00
OR 97256-0001				360.15

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
45-33-840.10	ELECTRIC		360.15	0.00

Check No.	0	Total:	1,442.73
Total for	PACIFIC POWER		1,442.73

PEACE OFFICERS LEGAL DEFENSE	PD Premiums	26041	05/01/2023	
			05/03/2023	
	PORAC LDF		05/01/2023	0.00
	GF	0	00/00/0000	0.00
	711021			30.00

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-40-750.00	DUES AND SUBSCRIPTIONS		30.00	0.00

Check No.	0	Total:	30.00
Total for	PEACE OFFICERS LEGAL DEFENSE		30.00

PLANWEST PARTNERS, INC.	Housing Element Services	26036	05/01/2023	
			05/03/2023	
PO BOX 4581	PLAN		05/01/2023	0.00
ARCATA	GF	0	00/00/0000	0.00
CA 95518	23-285-01			3,770.00

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
15-76-760.00	PROFESSIONAL & CONTRACT SERVICES		3,770.00	0.00

Check No.	0	Total:	3,770.00
Total for	PLANWEST PARTNERS, INC.		3,770.00

SCOTT VALLEY DISPOSAL	Monthly Trash Service	26046	04/30/2023	
			05/03/2023	
138 FOREST WALK	SVD		04/30/2023	0.00
ETNA	GF	0	00/00/0000	0.00
CA 96027				375.00

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-55-840.30	TRASH		125.00	0.00
10-60-840.30	TRASH		125.00	0.00
10-70-840.30	TRASH		125.00	0.00

Check No.	0	Total:	375.00
Total for	SCOTT VALLEY DISPOSAL		375.00

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Vendor Name	Invoice Description 1	Ref No.	Discount Date	
Vendor Name Line 2	Invoice Description 2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

SCOTT VALLEY MACHINE & COOLING	Range Check Amb	26066	04/28/2023	
			05/03/2023	
P O BOX 54	SVMC		04/28/2023	0.00
ETNA	GF	0	00/00/0000	0.00
CA 96027	2023-6185			60.00

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
50-45-880.00	MAINTENANCE & SUPPLIES		60.00	0.00

Check No.	0	Total:	60.00
Total for	SCOTT VALLEY MACHINE & COOL		60.00

SHASTA VALLEY PEST CONTROL	Amb Pest Control	26043	04/12/2023	
			05/03/2023	
467 SOUTH 7TH ST.	SHASTA		04/12/2023	0.00
MONTAGUE	GF	0	00/00/0000	0.00
CA 96064	4/12/23-10			80.00

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
50-45-760.00	PROFESSIONAL & CONTRACT SERVCS		80.00	0.00

Check No.	0	Total:	80.00
Total for	SHASTA VALLEY PEST CONTROL		80.00

SISKIYOU TELEPHONE	5638 PD Fax	26072	05/01/2023	
			05/04/2023	
P O BOX 157	ST		05/01/2023	0.00
ETNA	GF	0	00/00/0000	0.00
CA 96027				59.11

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-40-830.00	TELEPHONE EXPENSE		29.56	0.00
53-40-830.00	TELEPHONE EXPENSE		29.55	0.00

SISKIYOU TELEPHONE	5256 City Hall	26073	05/01/2023	
			05/04/2023	
P O BOX 157	ST		05/01/2023	0.00
ETNA	GF	0	00/00/0000	0.00
CA 96027				289.85

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-25-830.00	TELEPHONE EXPENSE		289.85	0.00

SISKIYOU TELEPHONE	3673 Shop Phone	26074	05/01/2023	
			05/04/2023	
P O BOX 157	ST		05/01/2023	0.00
ETNA	GF	0	00/00/0000	0.00
CA 96027				95.10

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-60-830.00	TELEPHONE EXPENSE		31.70	0.00
40-30-830.00	TELEPHONE EXPENSE		31.70	0.00
45-33-830.00	TELEPHONE EXPENSE		31.70	0.00

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Vendor Name	Invoice Description1	Ref No.	Discount Date	
Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

SISKIYOU TELEPHONE	3400 PD Phone	26075	05/01/2023	
			05/04/2023	
P O BOX 157	ST		05/01/2023	0.00
ETNA	GF	0	00/00/0000	0.00
CA 96027				282.63

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-40-830.00	TELEPHONE EXPENSE		141.31	0.00
53-40-830.00	TELEPHONE EXPENSE		141.32	0.00

SISKIYOU TELEPHONE	3331 Ambulance Phone	26076	05/01/2023	
			05/04/2023	
P O BOX 157	ST		05/01/2023	0.00
ETNA	GF	0	00/00/0000	0.00
CA 96027				100.85

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
50-45-830.00	TELEPHONE EXPENSE		100.85	0.00

SISKIYOU TELEPHONE	3295 Fire Hall	26077	05/01/2023	
			05/04/2023	
P O BOX 157	ST		05/01/2023	0.00
ETNA	GF	0	00/00/0000	0.00
CA 96027				79.50

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-50-830.00	TELEPHONE EXPENSE		79.50	0.00

SISKIYOU TELEPHONE	3217 Clerk Fax	26078	05/01/2023	
			05/04/2023	
P O BOX 157	ST		05/01/2023	0.00
ETNA	GF	0	00/00/0000	0.00
CA 96027				51.55

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-25-830.00	TELEPHONE EXPENSE		51.55	0.00

Check No.	0	Total:	958.59
Total for	SISKIYOU TELEPHONE		958.59

U S POSTAL SERVICE	Debit: Water Bill Postage	26045	05/01/2023	
STAMP FULFILLMENT SERVICES			05/03/2023	
PERSONALIZED ENVELOPE PROGRAM	USPS		05/01/2023	0.00
KANSAS CITY	GF	0	00/00/0000	0.00
MO 64141-6208				140.47

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
40-30-820.00	POSTAL EXPENSE		70.23	0.00
40-30-820.00	POSTAL EXPENSE		70.24	0.00

Check No.	0	Total:	140.47
Total for	U S POSTAL SERVICE		140.47

VERIZON CONNECT	Vehicle Trackers	26061	05/01/2023	
			05/03/2023	
PO BOX 15043	VERIZONC		05/01/2023	0.00
ALBANY	GF	0	00/00/0000	0.00
NY 12212-5043	62700002688			170.55

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Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province	Zip/Postal	Invoice Number		Check Amount

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-20-750.00	DUES AND SUBSCRIPTIONS		170.55	0.00

Check No.	0	Total:	170.55
Total for	VERIZON CONNECT		170.55

VERIZON WIRELESS	Monthly Cellular	26065	04/21/2023	
			05/03/2023	
PO BOX 9622	VW		04/21/2023	0.00
MISSION HILLS	GF	0	00/00/0000	0.00
TX 91346-9622				667.73

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-40-830.30	CELLULAR		126.06	0.00
10-41-830.30	CELLULAR		134.17	0.00
10-60-830.30	CELLULAR		51.21	0.00
40-30-830.30	CELLULAR		51.21	0.00
45-33-830.30	CELLULAR		51.21	0.00
50-45-830.30	CELLULAR		127.81	0.00
53-40-830.30	CELLULAR		126.06	0.00

Check No.	0	Total:	667.73
Total for	VERIZON WIRELESS		667.73

WITTMAN ENTERPRISES, LLC	Ambulance Billing	26044	04/27/2023	
			05/03/2023	
11093 SUN CENTER	WE		04/27/2023	0.00
RANCHO CORDOVA	GF	0	00/00/0000	0.00
CA 95670-6110	2303467			1,443.99

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
50-45-760.00	PROFESSIONAL & CONTRACT SERVCS		1,443.99	0.00

Check No.	0	Total:	1,443.99
Total for	WITTMAN ENTERPRISES, LLC		1,443.99

Total Invoices: 41

Grand Total:	29,488.75
Less Credit Memos:	0.00
Net Total:	29,488.75
Less Hand Check Total:	0.00
Outstanding Invoice Total:	29,488.75

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Vendor Name	Invoice Description1	Ref No.	Discount Date	
Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

Recap by Department

Department #	Department Name	Amount To Pay	Amount To Relieve
20	City Council	170.55	0.00
25	City Clerk	1,516.85	0.00
30	Water	6,271.23	0.00
33	Sewer	846.60	0.00
35	Community Development	431.25	0.00
40	Law Enforcement	1,889.44	0.00
41	Police - FJ Station	496.02	0.00
45	Ambulance Services	8,397.03	0.00
50	Fire Prevention	79.50	0.00
55	Governmental Buildings	527.88	0.00
60	Highways & Streets	249.59	0.00
70	Parks & Recreation	4,842.81	0.00
76	SB Grant	3,770.00	0.00
Grand Total:		29,488.75	0.00

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Vendor Name	Invoice Description1	Ref No.	Discount Date	
Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

DAN BURBANK	Reim: Pool Supplies	26100	05/15/2023	
			05/17/2023	
12341 MAIN ST	DBURBANK		05/15/2023	0.00
FORT JONES	GF	0	00/00/0000	0.00
CA 96032				140.06
GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
23-70-880.00	MAINTENANCE & SUPPLIES		140.06	0.00
		Check No.	0	Total: 140.06
		Total for	DAN BURBANK	140.06

ETNA HARDWARE & SPORTING GOODS	Maint & Supplies Buildings	26082	04/30/2023	
			05/17/2023	
P O BOX 328	EHSG		04/30/2023	0.00
ETNA	GF	0	00/00/0000	0.00
CA 96027				47.89
GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-55-880.00	MAINTENANCE & SUPPLIES		47.89	0.00
ETNA HARDWARE & SPORTING GOODS	Maint. & Supplies Park	26083	04/30/2023	
			05/17/2023	
P O BOX 328	EHSG		04/30/2023	0.00
ETNA	GF	0	00/00/0000	0.00
CA 96027				244.78
GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-70-880.00	MAINTENANCE & SUPPLIES		244.78	0.00
ETNA HARDWARE & SPORTING GOODS	Maint & Supplies Water	26084	04/30/2023	
			05/17/2023	
P O BOX 328	EHSG		04/30/2023	0.00
ETNA	GF	0	00/00/0000	0.00
CA 96027				151.21
GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
40-30-880.00	MAINTENANCE & SUPPLIES		151.21	0.00
ETNA HARDWARE & SPORTING GOODS	Maint & Supplies Pool	26085	04/30/2023	
			05/17/2023	
P O BOX 328	EHSG		04/30/2023	0.00
ETNA	GF	0	00/00/0000	0.00
CA 96027				151.03
GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
23-70-880.00	MAINTENANCE & SUPPLIES		151.03	0.00
		Check No.	0	Total: 594.91
		Total for	ETNA HARDWARE & SPORTING G	594.91

GOVINVEST INC.	FY 22 GASB 75	26101	05/08/2023	
			05/17/2023	
8605 SANTA MONICA BLVD.	GOVINVEST		05/08/2023	0.00
WEST HOLLYWOOD	GF	0	00/00/0000	0.00
CA 90069	2023-4548			2,125.00

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Vendor Name	Invoice Description1	Ref No.	Discount Date	
Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-25-765.00	AUDIT FEES		2,125.00	0.00
		Check No. 0	Total:	2,125.00
		Total for	GOVINVEST INC.	2,125.00

INVOICE PROCESSING DEPARTMENT	Bridge Toll	26081	04/17/2023	
DEPARTMENT			05/17/2023	
PO BOX 26879	FAS TRAK		04/17/2023	0.00
SAN FRANCISCO	GF	0	00/00/0000	0.00
CA 94126	T712382801878			15.00

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
50-45-735.00	TRAVEL & TRAINING		15.00	0.00
		Check No. 0	Total:	15.00
		Total for	INVOICE PROCESSING DEPARTM	15.00

KIEP-ER KLEEN	Cleaning Services	26086	05/05/2023	
			05/17/2023	
PO BOX 404	KK		05/05/2023	0.00
ETNA	GF	0	00/00/0000	0.00
CA 96027-404				183.57

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-25-760.00	PROFESSIONAL & CONTRACT SERVCS		67.50	0.00
10-40-760.00	PROFESSIONAL & CONTRACT SERVCS		27.00	0.00
10-70-760.00	PROFESSIONAL & CONTRACT SERVCS		89.07	0.00
		Check No. 0	Total:	183.57
		Total for	KIEP-ER KLEEN	183.57

LIFE ASSIST	Medical Supplies	26102	05/08/2023	
			05/17/2023	
11277 SUNRISE PARK DRIVE	LA		05/08/2023	0.00
RANCHO CORDOVA	GF	0	00/00/0000	0.00
CA 95742	1324501			122.89

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
50-45-872.00	MEDICAL SUPPLIES		122.89	0.00
		Check No. 0	Total:	122.89
		Total for	LIFE ASSIST	122.89

LINCOLN AQUATICS	Pool Supplies	26099	05/11/2023	
			05/17/2023	
PO BOX 60130	LEI		05/11/2023	0.00
CITY OF INDUSTRY	GF	0	00/00/0000	0.00
CA 91716-8248	SN098570			210.68

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
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Vendor Name	Invoice Description1	Ref No.	Discount Date	
Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province	Zip/Postal	Invoice Number		Check Amount
23-70-880.00	MAINTENANCE & SUPPLIES		210.68	0.00
		Check No.	0	Total: 210.68
		Total for	LINCOLN AQUATICS	210.68

NATHAN MENDES	Reim: Court Trial Travel	26098	05/01/2023	
			05/17/2023	
PO BOX 242	3001		05/01/2023	0.00
BELLA VISTA	GF	0	00/00/0000	0.00
CA 96008				400.16
GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
53-40-735.00	TRAVEL & TRAINING		400.16	0.00
		Check No.	0	Total: 400.16
		Total for	NATHAN MENDES	400.16

PACIFIC POWER	Streetlights	26094	04/28/2023	
			05/17/2023	
PO BOX 26000	PP		04/28/2023	0.00
PORTLAND	GF	0	00/00/0000	0.00
OR 97256-0001				1,024.91
GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
29-60-867.00	TRAFFIC SAFETY		1,024.91	0.00
PACIFIC POWER	401 Howell Pool	26093	05/01/2023	
			05/17/2023	
PO BOX 26000	PP		05/01/2023	0.00
PORTLAND	GF	0	00/00/0000	0.00
OR 97256-0001				137.64
GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
23-70-840.10	ELECTRIC		137.64	0.00
		Check No.	0	Total: 1,162.55
		Total for	PACIFIC POWER	1,162.55

PIONEER AUTO BODY	2021 Charger Repairs	26080	05/17/2023	
			05/17/2023	
322 SCOTT RIVER ROAD	PAB		05/17/2023	0.00
FORT JONES	GF	0	00/00/0000	0.00
CA 96032				3,348.00
GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-40-746.00	SELF-INSURED DEDUCTIBLE LOSSES		2,000.00	0.00
10-40-860.00	VEHICLE MAINTENANCE		1,348.00	0.00
		Check No.	0	Total: 3,348.00
		Total for	PIONEER AUTO BODY	3,348.00

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Vendor Name	Invoice Description1	Ref No.	Discount Date	
Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

SCOTT VALLEY AUTO PARTS	K. York Vehicle	26095	04/29/2023	
			05/17/2023	
P O BOX 215	SVAP		04/29/2023	0.00
FT JONES	GF	0	00/00/0000	0.00
CA 96032				37.51

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-41-860.00	VEHICLE MAINTENANCE		37.51	0.00

SCOTT VALLEY AUTO PARTS	Oil Filter Fire Truck	26096	04/29/2023	
			05/17/2023	
P O BOX 215	SVAP		04/29/2023	0.00
FT JONES	GF	0	00/00/0000	0.00
CA 96032				10.38

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-50-860.00	VEHICLE MAINTENANCE		10.38	0.00

Check No.	0	Total:	47.89
Total for	SCOTT VALLEY AUTO PARTS		47.89

SIERRA-SACRAMENTO VALLEY	23/24 ALS Provider Fee Annual	26097	05/09/2023	
EMS AGENCY			05/17/2023	
535 MENLO DRIVE	SIERRASAC		05/09/2023	0.00
ROCKLIN	GF	0	00/00/0000	0.00
CA 95765	2023-81			1,000.00

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
50-00-112.00	Prepaid Expenses		1,000.00	0.00

Check No.	0	Total:	1,000.00
Total for	SIERRA-SACRAMENTO VALLEY		1,000.00

SISKIYOU DAILY NEWS	PH 2.27 & Job Ads	26104	04/30/2023	
			05/17/2023	
P O BOX 129	SDN		04/30/2023	0.00
YREKA	GF	0	00/00/0000	0.00
OH 96097	0005530772			1,117.00

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
23-70-800.00	ADVERTISING		966.00	0.00
23-70-881.00	PROP 68-POOL GRANT		151.00	0.00

Check No.	0	Total:	1,117.00
Total for	SISKIYOU DAILY NEWS		1,117.00

XEROX CORPORATION	Print Charges	26105	05/04/2023	
			05/17/2023	
PO BOX 7405	XEROX		05/04/2023	0.00
PASADENA	GF	0	00/00/0000	0.00
CA 91109-7405	018880414			30.86

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-25-870.00	OFFICE SUPPLIES		30.86	0.00

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Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

Check No. 0 Total: 30.86

Total for XEROX CORPORATION 30.86

ZOLL MEDICAL CORPORATION Preventative Maint. Annual

26103 05/17/2023

05/17/2023

PO BOX 27028

ZOLL

05/17/2023

0.00

NEW YORK

GF

0 00/00/0000

0.00

NY 10087-7028

90074796

620.00

GL Number

Description

Distribution Line Description

Invoice Amount

Amount Relieved

50-00-112.00

Prepaid Expenses

620.00

0.00

Check No. 0 Total: 620.00

Total for ZOLL MEDICAL CORPORATION 620.00

Total Invoices: 20

Grand Total: 11,118.57

Less Credit Memos: 0.00

Net Total: 11,118.57

Less Hand Check Total: 0.00

Outstanding Invoice Total: 11,118.57

Recap by Department

Department #	Department Name	Amount To Pay	Amount To Relieve
00	General	1,620.00	0.00
25	City Clerk	2,223.36	0.00
30	Water	151.21	0.00
40	Law Enforcement	3,775.16	0.00
41	Police - FJ Station	37.51	0.00
45	Ambulance Services	137.89	0.00
50	Fire Prevention	10.38	0.00
55	Governmental Buildings	47.89	0.00
60	Highways & Streets	1,024.91	0.00
70	Parks & Recreation	2,090.26	0.00
Grand Total:		11,118.57	0.00



City of Etna

RESOLUTION 2023-006

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ETNA ESTABLISHING THE CITY COUNCIL MEETING SCHEDULE

WHEARAS, the City Council shall set the meeting calendar to establish dates and times assisting Council, Residents and Staff with advance planning and scheduling of City business; and

WHEREAS, pursuant to Ordinance No 222 of the City of Etna Municipal Code, City Council will set meeting calendar by Resolution; and

WHEREAS, City Council has set meeting schedule at the May 22, 2023, City Council Meeting; and

NOW, THEREFORE, the City Council of the City of Etna does hereby resolve as follows:

SECTION 1. The City Council hereby establishes 6:30 as the regular meeting time for each regular meeting.

SECTION 2. The City Council hereby establishes Regular Meetings be held _____ commencing _____.

SECTION 3. The City Council hereby establishes that Regular Meeting will be held at 442 Main Street, Etna and/or Virtually as stated on each Agenda.

SECTION 4. The City Council and/or City Clerk may cancel or reschedule Regular Meetings with proper notice.

IT IS HEREBY CERTIFIED that the foregoing was duly adopted on a motion by _____ and seconded by _____ at a regular meeting of the Etna City Council held on the 22nd day of May 22, 2023, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

CITY OF ETNA CITY COUNCIL

Cliff Munson, Mayor

WITNESS, my hand and seal this 22nd day of May 2023

Pamela Eastlick, City Clerk



City of Etna

RESOLUTION 2023-007

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ETNA APPROVING THE BARTNECK LOT LINE ADJUSTMENT FOR APNS 056-274-140 AND 056-274-150

WHEREAS, Robert and Crystyne Bartneck own property at 404 N State Highway 3 in the City of Etna (APNs 056-274-140 and 056-274-150); and

WHEREAS, Robert and Crystyne Bartneck requested approval of a lot line adjustment that would transfer 0.28 acre from APN 056-274-140 to APN 056-274-150 “for the purpose of making the parcels more usable and desirable;” and

WHEREAS, the proposed lot line adjustment is limited to four or fewer parcels and would not result in the creation of any new parcels consistent with Section 66412(d) of the Subdivision Map Act; and

WHEREAS, the proposed lot line adjustment conforms to the City of Etna General Plan, the City of Etna Zoning Ordinance, and all adopted building codes in effect in the City of Etna; and

WHEREAS, the 22/23 property taxes are current, and no existing easements, utilities, or infrastructure would need to be relocated; and

WHEREAS, the lot line adjustment, as proposed, will not result in any potentially significant impacts on the environment; and

WHEREAS, approval of the lot line adjustment will not be detrimental to the public health, safety, morals, comfort, and general welfare of owners and occupants of surrounding properties or nearby properties or other residents of the City; and

WHEREAS, staff presented oral and written staff reports on the Bartneck Lot Line Adjustment application at a regular meeting of the City Council on May 22, 2023; and

WHEREAS, staff recommended that the City Council approve the Bartneck Lot Line Adjustment application subject to the findings included in the staff report dated May 22, 2023, and incorporated herein; and

WHEREAS, on May 22, 2023, the City Council of the City of Etna considered staff's recommendation along with any public testimony received, following which the City Council discussed the Bartneck Lot Line Adjustment application prior to reaching its decision.

NOW, THEREFORE, BE IT RESOLVED that the City Council adopts the Findings of Consistency with the General Plan, Zoning, and Building Codes as set forth in the written staff report and incorporated herein above; and

BE IT FURTHER RESOLVED that the City Council, based on the evidence in the record and the findings set forth in the staff report and incorporated herein above, determined that the lot line adjustment is exempt from the California Environmental Quality Act (CEQA) pursuant to Sections 15268, 15305, and 15061(b)(3) of the CEQA Guidelines.

IT IS HEREBY CERTIFIED that the foregoing Resolution 2023-007 was duly adopted on a motion by _____ and seconded by _____ at a regular meeting of the City of Etna City Council held on the 22nd day of May 2023, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

CITY OF ETNA CITY COUNCIL

Cliff Munson, Mayor

WITNESS, my hand and seal this 22nd day of May 2023

Pamela Eastlick, City Clerk



CITY OF ETNA
CITY COUNCIL STAFF REPORT
May 22, 2023

BARTNECK LOT LINE ADJUSTMENT

APPLICANT: Robert and Chrystyne Bartneck
P.O. Box 752
Etna, CA 96027

PROPERTY OWNER: Same

PROJECT SUMMARY: Lot line adjustment between two adjoining parcels “for the purpose of making the parcels more usable and desirable.”

PROJECT LOCATION: The project site is located at 404 N State Highway 3 on APNs 056-274-140 and -150.

GENERAL PLAN: Commercial Center (C-C)

ZONING: General Commercial (C-2)

EXISTING USE: One parcel is developed with a restaurant and the other is developed with a barn/shop and small shed.

ENVIRONMENTAL: The project is exempt from the California Environmental Quality Act (CEQA) pursuant to Sections 15268, 15305, and 15061(b)(3) of the CEQA Guidelines.

RECOMMENDATION: Approval

ATTACHMENTS: A. Resolution 2023-007, A Resolution of the City Council of the City of Etna Approving the Bartneck Lot Line Adjustment for APNs 056-274-140 and 056-274-150

OVERVIEW

Robert and Chrystyne Bartneck have requested approval of a lot line adjustment to reconfigure two adjoining parcels located at 404 N State Highway 3 “for the purpose of making the parcels more usable and desirable.” One of the parcels is developed with Dotty’s restaurant (APN 056-274-140) and the other is developed with a barn/shop and small shed (APN 056-274-150). The two lots range in size from approximately 0.89 acre to approximately 1.07 acre. As proposed, the adjustment would transfer approximately 0.28 acre from the larger parcel to the smaller.

The project location is shown in **Figure 1** on the following page, and the lot line adjustment exhibit (**Figure 2**) follows thereafter. Additionally, the proposed adjustment is reflected in **Table 1-1** below.

Table 1-1, Proposed Adjustment

Current Parcel	Current Parcel Size	Resultant Parcel	Resultant Parcel Size	Change
056-274-140	0.89 acre	Parcel A	1.17 acre	+ 0.28 acre
056-274-150	1.07 acre	Parcel B	0.79 acre	- 0.28 acre



Figure 1, Project Location (boundaries are approximate)

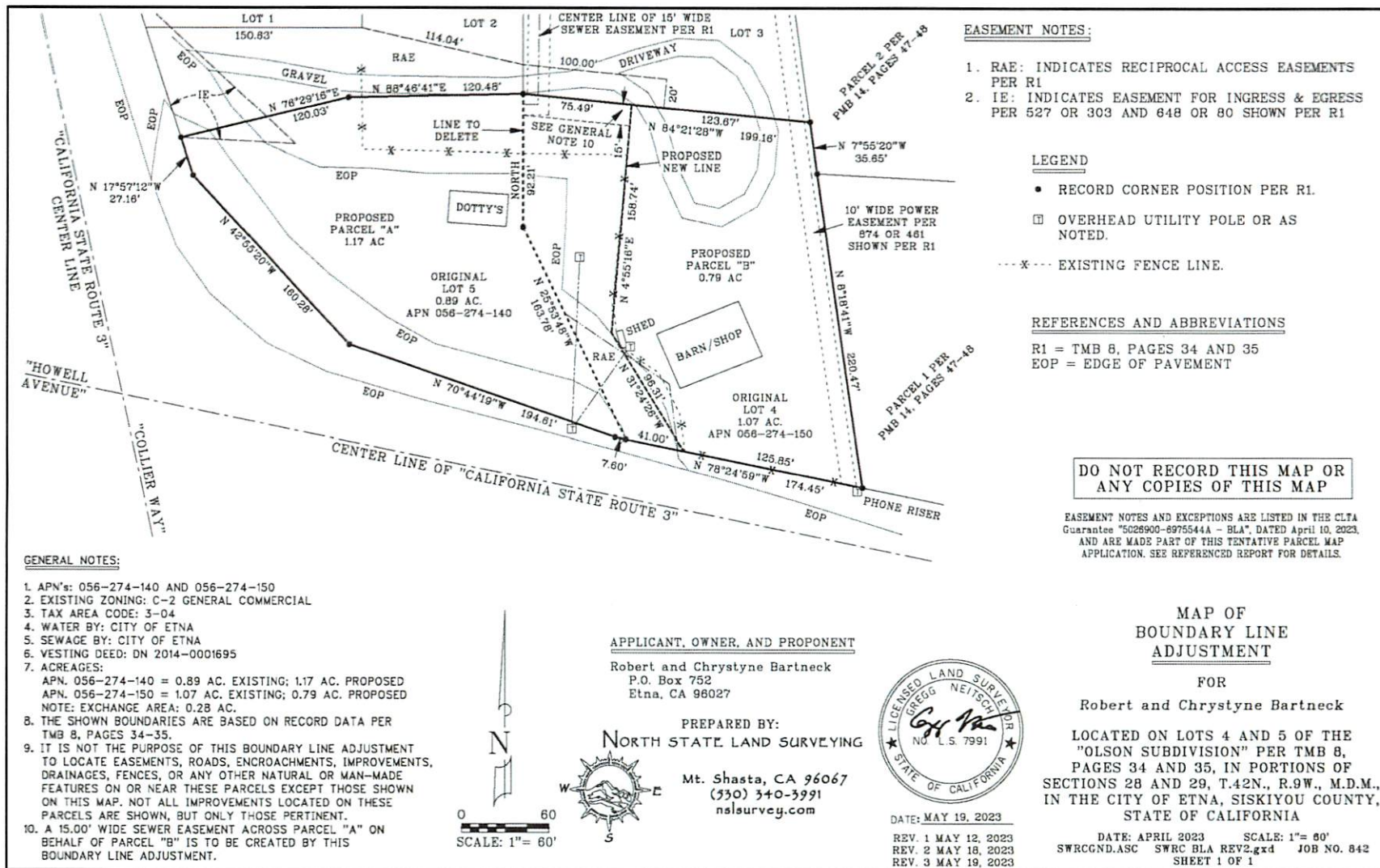


Figure 2, Boundary Line Adjustment Exhibit

ANALYSIS

Municipal Code

The Etna Municipal Code (EMC) is virtually silent regarding lot line adjustments. The sole mention of lot line adjustments is in Title 17, Zoning (not Title 16, Subdivisions), where the following definition is provided:

17.06.1220 Lot line adjustment.

"Lot line adjustment" means a change in the location of a parcel or lot line pursuant to EMC Title 16, Subdivisions, that changes the location of a parcel of land. No new parcels shall be created by a lot line adjustment. (Ord. 186, 2003)

Government Code

Government Code Section 66412(d) establishes specific criteria for lot line adjustments, which are:

1. A lot line adjustment is limited to four or fewer parcels;

The proposed adjustment is limited to two parcels.

2. Parcels must be adjoining; and

The parcels are adjoining.

3. The resultant parcel(s) must conform to the general plan, zoning ordinance, and building codes.

As described in the analysis below, the resultant parcels would conform to the General Plan, Zoning Ordinance, and California Building Code.

In addition, Section 66412(d) limits a city or county's ability to condition its approval of a lot line adjustment on conformity with the general plan, zoning, and building codes; to require the prepayment of real property taxes; and to facilitate the relocation of existing easements, utilities, and infrastructure.

It is important to note that the processing of a lot line adjustment application has been determined by the courts to be ministerial (*Sierra Club v. Napa County Board of Supervisors* (2012) 2012 Cal.App. LEXIS 454). In other words, provided a proposed lot line adjustment meets established criteria, it cannot be denied. For this reason, a public hearing is not required for consideration of a lot line adjustment, and in many jurisdictions, the review and approval of a lot line adjustment is administrative.

General Plan

Both parcels have a General Plan Land Use designation of Commercial Center (CC). The applicant is not requesting to amend the land use designation and no change in land use or development is proposed. Accordingly, the Bartneck lot line adjustment is in conformance with the General Plan.

Zoning

Both parcels are zoned General Commercial (C-2). No change in zoning or use would result from the project, and each of the resultant parcels would exceed the required 2,500-square-foot minimum lot size for existing parcels (as well as the 10,000-square-foot minimum lot size for new parcels). Further, the existing structures would continue to meet minimum front, rear, and side yard setbacks. Accordingly, the Bartneck lot line adjustment is in conformance with the Zoning Code.

Improvements

Both properties are presently developed and none of the existing improvements would be affected by the proposed lot line adjustment. There is no development proposed on either parcel. Any future development and/or improvements would be subject to the development standards in effect at the time.

Property Taxes

According to the Siskiyou County Tax Collector's Office, the 2022-2023 property taxes have been paid in full for both parcels.

Easements, Utilities, and Infrastructure

No easements, utilities, or infrastructure would need to be relocated to facilitate the lot line adjustment. There is an existing 15-foot private sewer easement that enters APN 056-274-150 from the property to the north that is located along a portion of the existing boundary between APNs 056-274-140 and -150 and which serves both parcels. With the lot line relocated as proposed, the easement would be located on and serve only Resultant Parcel A (i.e., APN 056-274-140). However, this would not block Resultant Parcel B's access to wastewater service, as a sewer line is located nearby on Highway 3. Nevertheless, due to the cost of extending the sewer line along the highway, the applicant is proposing to relocate the existing private sewer easement to serve Resultant Parcel B (i.e., APN 056-274-150) as well.

LOT LINE ADJUSTMENT FINDINGS

Although the Etna Municipal Code (EMC) does not require that specific findings be made prior to approval of a lot line adjustment, staff is recommending that the City Council make the following findings consistent with Government Code Section 66412(d):

1. The lot line adjustment is exempt from the requirements of the Subdivision Map Act pursuant to Government Code Section 66412(d) because the lot line adjustment involves four or fewer existing adjoining parcels, where the land taken from one parcel would be added to an adjoining parcel, and because a greater number of parcels than originally existed would not be created.
2. Pursuant to Government Code Section 66412(d), the City of Etna has limited its review and approval of the Bartneck Lot Line Adjustment to a determination of whether the parcels resulting from the proposed lot line adjustment conform to the City of Etna General Plan, Zoning Ordinance, and California Building Code, whether property taxes are due, and whether existing easements, utilities, or infrastructure would need to be relocated.
3. The proposed lot line adjustment is consistent with the applicable policies of the City of Etna General Plan and the zoning designation of the properties involved.

Accordingly, findings to this effect have been incorporated into the draft resolution prepared for the City Council's consideration.

ENVIRONMENTAL RECOMMENDATION

Staff recommends that the project is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Sections 15268, Ministerial Projects, 15305, Minor Alterations in Land Use Limitations, and 15061(b)(3), as follows:

Section 15268, Ministerial Projects. The processing of lot line adjustment applications has been determined by the courts to be ministerial (*Sierra Club v. Napa County Board of Supervisors* (2012) 2012

Cal.App. LEXIS 454). Pursuant to Public Resources Code Section 21080(b)(1), ministerial projects are not subject to CEQA.

Section 15305, Minor Alterations in Land Use Limitations. This exemption applies to "minor alterations in land use limitations in areas with an average slope of less than 20%, which do not result in any changes in land use or density, including but not limited to: (a) Minor lot line adjustments, side yard, and set back variances not resulting in the creation of any new parcel."

Section 15061(b)(3). Because the project entails modification of parcel boundaries with no potential to impact the environment, the project is also exempt from environmental review under the "common sense exemption," which states that CEQA only applies to projects that have the potential for causing a significant effect on the environment.

If the City Council concurs, it should make the finding that the project will not have a significant adverse impact on the environment and is exempt from CEQA prior to project approval. As such, a finding to this effect has been incorporated into the first of two suggested motions below as well as the draft resolution prepared for the City Council's consideration (see **Attachment A**).

PLANNING STAFF RECOMMENDATION

Staff has reviewed the application materials and, based on the material in the record and the information provided in this staff report, staff recommends that the City Council take the following actions:

- **Adopt** the Findings of Consistency with the General Plan, Zoning, and Building Codes;
- **Adopt** the recommended findings for the lot line adjustment;
- **Adopt** the CEQA finding and CEQA Exemptions; and
- **Adopt** Resolution 2023-007, A Resolution of the City Council of the City of Etna Approving the Bartneck Lot Line Adjustment for APNs 056-274-140 and 056-274-150.

SUGGESTED MOTIONS

The following motions should be made separate from one another, with the second motion made only after the first motion is carried.

- A. I move that we make the finding that the project would not have a significant adverse effect on the environment and that we adopt the recommended CEQA exemptions.
- B. I move that we adopt Resolution 2023-007 making the findings for the lot line adjustment and approving the Bartneck Lot Line Adjustment.

Etna Police Department Monthly Report

April 2023

I believe spring is finally upon us as we enter the month of May. It's been a busy couple months this year so far with many positive happenings throughout our community. As the weather becomes warm and spring activities begin it gives us all a chance to settle into a new season and enjoy the benefits of living in Scott Valley. Safety is our main concern as always and we will stay vigilant to make sure everyone can enjoy the upcoming summer months without a worry. Please reach out to us with any questions or anything you may observe needing our attention. Please also direct any constituents our direction who may have a question or needing assistance. Often, we have issues unaddressed due to word not getting to us. We are very big on communication and in need of receiving any information our citizens observe. If we are made aware of an issue, we can be proactive and address it appropriately. Please reassure anyone wanting to come forward their privacy and confidentiality is paramount.

Traffic- With this time of year comes a lot of travel for most and it is our priority that Etna is a traffic safe community. Presence is a large part of that as with deterring crime. We will continue our patrol while increasing it during specific times of high traffic. We also have been issuing numerous warnings and citations when appropriate. For the most part it seems traffic issues in town have gotten better giving us the ability to concentrate on specific more serious traffic issues. Recently we have continued our focus on the Main Street area by enforcing speed and cross walk violations. Other concentrated areas include school zones as well as streets receiving complaints or concerns regarding traffic flow. It's been a constant push to remind motorists of these expectations the city of Etna has while driving through our community. We hope to continue to see compliance overtake enforcement as people understand the consequences through citations and warnings.

Schools- We continue to be very involved with our school district and have seen positive progress from our partnership with them. After covid the schools as well as law enforcement have been playing catch up in response to many issues not being addressed or followed up on for several years. We will continue to see these effects from the covid era for a couple more years but am energized by the recent progress we have seen.

Animal Control- Well I won't do that again. Last month I stated in the Fort Jones animal control section of the pd report that dog issues were down and we were celebrating the progress. Immediately after the council meeting, we were inundated with a substantial amount of animal control issues. Several of these cases required capturing and incarcerating dogs as well as banishing them from town. While most of the issues were concentrated to Ft. Jones the incarceration of the animals effects our Etna Kennels. While we do receive the impound fees while in the Etna kennels it is cumbersome transporting animals. Ft. Jones should be constructing their kennels soon making the trek back and forth unnecessary. Along with addressing the animals, the owners received numerous citations they will have to address in the future even though the immediate issue was solved. We will continue to monitor these

specific issues while reminding everyone the new licensing season is quickly approaching and we will be requiring all to comply with the town's ordinances. Jenny has been working with PD to make sure the new year transitions smoothly.

Reports/Cases- In the City of Etna we have now taken approximately 40 written cases for the year. These involve arrests and cases requiring reports submitted to the District Attorney for Prosecution. It seems we are a little higher than the normal range of cases for this time of year and will probably see a spike in cases as the weather becomes nicer. Our Officers have been doing an amazing job in responding to and addressing each and every case resulting in prosecution. Proactivity and presence is and always will be the key to our success and we will continue these services as they continue to prove their worth.

Calls for Service- As a reminder with the written reports most of our calls for service including mutual aid requests and responding to EMS/Fire calls come without a written report. We continue to assist other departments in any way we can to help first responders to any crisis. With an increase in criminal activity outside our two towns we have been called upon by outside agencies to assist. These agencies include CHP, Sheriff's Office, Forest Service, and CAL Fire to name a few. They also assist us when the need arises. It's been a great working partnership we have fostered and will continue to do so in the future. These calls for service will also include safety checks or school functions for example. These types of calls are important as they prevent crime and help us be one with the community as well as understand what our communities' needs are. With the monthly stat report, you will see many of our calls for service, however continual safety checks of businesses and school are not. Keep this in mind as many of our proactive activities and well as presence cannot be quantified.

Ordinance Enforcement- Kelly has been continuing following up and closing out several code enforcement cases recently, sending several to the District Attorney for review and prosecution. Kelly has been regularly attending court in follow-up of these cases in making sure they don't subside. It's been years of hard work for many of these more substantial cases and full adjudication is important. Several of these cases are now at the stage for the city to take appropriate action and follow up as we mentioned before. This stage is another important reason the town follows through with an internal review board. We are hoping to develop this board soon so the town can begin seeing the positive accountability of one. This may include placing a lean on the property or other practices through the city attorney if the violator does not comply with the immediate requests.

PAL- Pal is going strong with many of our seasonal programs coming to conclusion. The Scott Valley Swim team will begin within a couple weeks and has always been well attended. This being one of our oldest programs we have, has developed into a well-rounded program including competitive and recreational components. We will also be partnering again with the YESS program giving our youth the ability to work and gain experience in land management. Our Mentoring program has continued to be very successful with us adding much needed activities as our program grows. We were successful in obtaining a three-year grant to continue our mentoring program in the past week and hope this to be a program that becomes

always present.

Training- Our officers have attended several training courses recently including DUI related courses and many perishable skills to name a few. These training courses continue to be a remarkable assist in providing necessary education which is great for our officers in their advancement in training and expertise. Officer Martin is now officially off of field training and on her own. Please reach out to her and express your gratitude for a job well done. Officer Martin has already been a remarkable asset to our community and we look forward to the many years to come.

Patrol Hours- With the recent transitions from past officers to new it is imperative the City of Etna and the town of Fort Jones always have adequate coverage and all calls for service are handled quickly and fully. It will always be our mission to provide a high-quality service unmatched by anyone else. I want to thank the council and our constituents as we go through this process. Your constant support is noticed and appreciated more than we can express. The past several months have been fairly active and we will continue to see an uptick in activity as mentioned above. As a reminder the City of Etna, when fully staffed receives patrol hours and time in the office stay in excess of 600 hours a month with 5 officers, 2 CSO's, and a part time detective. Countless security checks, home checks, and business checks are made daily making sure our community is safe. We have been receiving numerous compliments on how people feel safer and notice a positive change in town. It makes all the hard work worthwhile when we can see and especially hear the difference our officers make in the community. I encourage council to participate in our ride along program to help educated yourselves on the daily activities that occur in our town. Not only is it a great way to see town from another point of view but it also gives us the ability to establish good relationships with each other.



SISKIYOU COUNTY SHERIFF'S OFFICE

305 BUTTE ST
YREKA, CA 96097
(530) 841-2900

CFS EVENT LIST REPORT

CFS EVENT LIST SEARCH

Agency = %,
CFS Report Date = 04/01/2023 to 05/16/2023,
Primary Unit = ETNA%,
Response Area = 5C

CFS EVENT LIST SEARCH RESULTS

TIME CREATED	EVENT NUMBER	CASE NUMBER	CALL TYPE	LOCATION	APT	FINAL TYPE
04/03/2023 12:32	2304030044		TRAF	SCOTT ST/N 3		
04/05/2023 09:27	2304050012		FLP	802 MAIN ST		
04/05/2023 09:57	2304050013		FLP	220 COLLIER WAY		
04/05/2023 12:57	2304050027	4230023	TRAF	400 HOWELL AVE		
04/05/2023 14:14	2304050041		FLP	67 MAIN ST		
04/05/2023 17:22	2304050058		CIV	802 MAIN ST		
04/06/2023 10:48	2304060021	4230024	AVEH	700 HIGHLAND ST		
04/06/2023 17:33	2304060054		DP	124 COLLIER WAY		
04/06/2023 18:00	2304060059	4230025	DP	124 COLLIER WAY		
04/07/2023 19:00	2304070075		ANIMAL	HOWELL AVE/COLLEGE AVE		
04/08/2023 20:42	2304080059		FIRE	337 MAIN ST		
04/12/2023 17:06	2304120044		VEH STOP	PIG ALY/COLLIER WAY		
04/17/2023 07:41	2304170006		VEH STOP	FRANKLIN /HWY3		
04/19/2023 12:00	2304190029	4230026	VNDL	142 CHURCH ST		
04/19/2023 21:11	2304190068		MH	407 MAIN ST		
04/20/2023 09:56	2304200014		FLP	407 MAIN ST		
04/20/2023 12:56	2304200028		FLP	415 HOWELL AVE		
04/21/2023 17:55	2304210046		ALARM	8 COMMERCIAL ST		
04/22/2023 09:09	2304220008		ALARM	1239 CALIFORNIA/HWY3		
04/26/2023 11:54	2304260022		CODE	857 VERNON		
04/27/2023 10:48	2304270013		CODE	706 CALLAHAN WAY		
04/27/2023 11:30	2304270017		OWAS	N HWY 3/HOWELL AVE		
04/28/2023 09:50	2304280011		FLP	415 HOWELL AVE		
05/01/2023 10:56	2305010010		M	MAIN ST/ DIGGLES		
05/03/2023 09:06	2305030012		OWAS	ETNA CITY PARK		
05/05/2023 08:57	2305050004	4230029	M	220 COLLIER WAY		
05/06/2023 10:40	2305060011		VEH STOP	MAIN ST/MATHEWS ST		
05/07/2023 18:27	2305070033		M	815 BRYAN ST		
05/08/2023 10:02	2305080007		VEH STOP	504 MAIN ST		

TIME CREATED	EVENT NUMBER	CASE NUMBER	CALL TYPE	LOCATION	APT	FINAL TYPE
05/09/2023 14:11	2305090041		TC	15 TELCO WY		
05/09/2023 16:04	2305090046		NARC	900 CALLAHAN WAY	1	
05/09/2023 17:15	2305090051		ANIMAL	HOWELL AVE/CHURCH ST		
05/09/2023 20:01	2305090073	4230030	VEH STOP	SAWYERS BAR		
05/13/2023 12:14	2305130020		VEH STOP	00 MAIN ST		
05/13/2023 15:52	2305130034		OWAS	OAK ST/DIGGLES ST		
05/14/2023 15:09	2305140035		VEH STOP	N HWY 3/SCOTT VALLEY RD		
05/14/2023 21:36	2305140051		DP	209 COLLIER WAY		
05/15/2023 13:11	2305150036		OWAS	110 INDUSTRIAL PKY		

TOTAL CALLS: 38



**SISKIYOU COUNTY
SHERIFF'S OFFICE**
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Agency = %,
CFS Report Date = 04/01/2023 to 05/16/2023,
Primary Unit = ETNA%,
Response Area = 5A

CFS EVENT LIST SEARCH RESULTS

TIME CREATED	EVENT NUMBER	CASE NUMBER	CALL TYPE	LOCATION	APT	FINAL TYPE
04/01/2023 14:47	2304010021		OWAV	12301 MAIN ST		
04/03/2023 07:54	2304030012	5230024	M	106 BUTTE ST		
04/03/2023 12:15	2304030043	5230023	FLP	41 STERLING ST		
04/03/2023 14:40	2304030053		FLP	12095 OAK MILL DR		
04/03/2023 15:00	2304030055		FLP	12103 OAK MILL DR		
04/04/2023 13:38	2304040033		ANIMAL	12709 MARBLE VIEW AVE		
04/05/2023 11:46	2304050023	5230027	TRAF	11906 MAIN ST		
04/05/2023 13:57	2304050039		ANIMAL	11714 EAST ST		
04/05/2023 16:03	2304050052	5230029	FLP	11730 EAST ST		
04/06/2023 08:49	2304060011	5230028	FLP	12079 MAIN ST		
04/07/2023 12:15	2304070043		FLP	12725 MARBLE VIEW AVE		
04/07/2023 12:22	2304070045		FLP	11725 EASTSIDE RD		
04/10/2023 13:27	2304100030	5230030	VNDL	FORT JONES LITTLE LEAGUE		
04/11/2023 12:29	2304110016		ANIMAL	11742 EAST ST		
04/11/2023 13:45	2304110023		FLP	11501 MATHEWS ST		
04/11/2023 20:20	2304110060		DP	241 STERLING ST		
04/12/2023 12:04	2304120028		FLP	243 STERLING ST		
04/14/2023 12:21	2304140031		TRSP	12102 OAK MILL DR		
04/15/2023 13:02	2304150022		FLP	12725 MARBLE VIEW AVE		
04/15/2023 13:03	2304150023		FLP	112 NEWTON ST		
04/15/2023 14:43	2304150029		FLP	12102 OAK MILL DR		
04/16/2023 12:52	2304160017		ANIMAL	12525 MARBLE VIEW AVE		
04/18/2023 17:56	2304180047		DP	11921 MAIN ST		
04/19/2023 08:33	2304190010		ANIMAL	11973 DIGGLES ST		
04/19/2023 19:24	2304190064		DP	11307 MAIN ST		
04/22/2023 13:30	2304220019		VEH STOP	MAIN ST/BUTTE ST		
04/24/2023 15:53	2304240043	5230031	FG	113 STERLING ST		
04/25/2023 08:43	2304250005		ANIMAL	107 BOWER ST		
04/26/2023 12:51	2304260025		ANIMAL	101 BUTTE ST	3	

TIME CREATED	EVENT NUMBER	CASE NUMBER	CALL TYPE	LOCATION	APT	FINAL TYPE
04/26/2023 13:41	2304260026		NCRM	MATHEWS ST/NEWTON ST		
04/26/2023 13:59	2304260029	5230032	AB	237 BUTTE ST		
04/27/2023 11:54	2304270019		FLP	243 STERLING ST		
04/28/2023 16:26	2304280036		VEH STOP	11300 N HWY 3		
04/28/2023 17:32	2304280040		DP	11730 MAIN ST		
04/29/2023 12:46	2304290019		VEH STOP	MAIN ST/DOUGLAS ST		
04/30/2023 13:32	2304300019		WI	12303 MAIN ST		
04/30/2023 15:42	2304300028		VEH STOP	BUTTE ST/MAIN ST		
04/30/2023 18:31	2304300039		M	11300 N HWY 3		
05/01/2023 11:03	2305010012		NARC	11911 MAIN ST		
05/01/2023 16:48	2305010034		NCRM	111 BUTTE ST	A	
05/03/2023 10:35	2305030018	5230034	ANIMAL	12079 MAIN ST		
05/03/2023 11:31	2305030020		NCRM	11736 MAIN ST		
05/03/2023 18:33	2305030039		DP	131 CARLOCK ST		
05/04/2023 10:01	2305040023		M	237 BUTTE ST		
05/04/2023 14:01	2305040042		VEH STOP	MAIN ST/BUTTE ST		
05/04/2023 16:48	2305040055		OWAS	11954 MAIN ST		
05/05/2023 10:17	2305050007		VEH STOP	MAIN ST/STERLING ST		
05/06/2023 13:41	2305060021		VEH STOP	MAIN ST/BUTTE ST		
05/08/2023 10:55	2305080010		M	MAIN ST/NEWTON ST		
05/09/2023 17:15	2305090050		ANIMAL	DIGGLES ST/BUTTE ST		
05/09/2023 18:00	2305090062		VEH STOP	11300 N HWY 3		
05/10/2023 10:15	2305100013		WI	12303 MAIN ST		
05/13/2023 11:00	2305130015	4230032	M	11801 NEWTON ST		
05/14/2023 09:47	2305140006		VEH STOP	MAIN ST/NEWTON ST		
05/14/2023 16:32	2305140040		VEH STOP	HIGH ST/STERLING ST		
05/15/2023 00:29	2305150001		M	400 HIGH ST		

TOTAL CALLS: 56



SISKIYOU COUNTY SHERIFF'S OFFICE

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CFS EVENT LIST REPORT

CFS EVENT LIST SEARCH

Agency = %,
CFS Report Date = 04/01/2023 to 05/16/2023,
Primary Unit = ETNA%,
Response Area = 5B

CFS EVENT LIST SEARCH RESULTS

TIME CREATED	EVENT NUMBER	CASE NUMBER	CALL TYPE	LOCATION	APT	FINAL TYPE
04/26/2023 10:52	2304260019		CODE	702 CALLAHAN WAY		
04/26/2023 15:59	2304260035		VEH STOP	QUARTZ VALLEY RD/MAIN ST		
05/09/2023 16:42	2305090047		VEH STOP	MAIN ST/GREENVIEW RD		
05/09/2023 16:53	2305090049		VEH STOP	QUARTZ VALLEY RD/MAIN ST		
05/09/2023 18:32	2305090064		DP	6737 N HWY 3		

TOTAL CALLS: 5



SISKIYOU COUNTY SHERIFF'S OFFICE

305 BUTTE ST
YREKA, CA 96097
(530) 841-2900

CFS EVENT LIST REPORT

CFS EVENT LIST SEARCH

Agency = %,
CFS Report Date = 04/01/2023 to 05/16/2023,
Primary Unit = ETNA%,
Response Area = 1

CFS EVENT LIST SEARCH RESULTS

TIME CREATED	EVENT NUMBER	CASE NUMBER	CALL TYPE	LOCATION	APT	FINAL TYPE
04/07/2023 19:05	2304070076		ANIMAL	LIGHTHILL RD/N 3		
04/07/2023 20:31	2304070081		ANIMAL	LIGHTHILL RD/N 3		
04/17/2023 16:04	2304170041		VEH STOP	N HWY 3/ELLER LN		
04/19/2023 10:13	2304190016		VEH STOP	N HWY 3/IDA WAY		
04/19/2023 12:08	2304190031		VEH STOP	1200 N HWY 3		
04/21/2023 09:04	2304210007		TRSP	25 DOUGLAS ST		
04/21/2023 11:38	2304210024		CIV	N HWY 3/MARBLE VIEW AVE		
04/28/2023 14:27	2304280027		VEH STOP	MAIN ST/MATHEWS ST		
05/01/2023 12:25	2305010020		ANIMAL	11300 EASTSIDE RD		
05/01/2023 19:01	2305010039		VEH STOP	N HWY 3/AIR FORCE WAY		
05/02/2023 11:35	2305020012		VEH STOP	N HWY 3/HOLZHAUSER LN		
05/02/2023 14:00	2305020023		CODE	209 COLLIER LN		
05/09/2023 01:06	2305090002		ALARM	11211 N HWY 3		
05/10/2023 15:32	2305100026		M	MAIN ST/SCOTT RIVER RD		
05/12/2023 14:30	2305120036		TC	N HWY 3/PATTERSON CREEK RD		
05/14/2023 17:48	2305140042		ASST	7712 N HWY 3		

TOTAL CALLS: 16



**SISKIYOU COUNTY
SHERIFF'S OFFICE**
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YREKA, CA 96097
(530) 841-2900

CFS EVENT LIST REPORT

CFS EVENT LIST SEARCH

Agency = %,
CFS Report Date = 04/01/2023 to 05/16/2023,
Primary Unit = ETNA%,
Response Area = 5

CFS EVENT LIST SEARCH RESULTS

TIME CREATED	EVENT NUMBER	CASE NUMBER	CALL TYPE	LOCATION	APT	FINAL TYPE
04/03/2023 15:45	2304030058		VEH STOP	FRANKLIN LN/HWY 3		
04/08/2023 12:06	2304080017		M	35 STARR ACCESS RD		
04/11/2023 12:51	2304110018		PROBS	9929 S HWY 3		
04/15/2023 11:03	2304150016		PROBS	9929 S HWY 3		
04/17/2023 07:17	2304170005		VEH STOP	0 N HWY 3		
04/28/2023 14:21	2304280026		WI	12312 S HWY 3		
05/10/2023 18:04	2305100033		M	12313 S HWY 3		
05/11/2023 12:20	2305110025		NCRM	439 ESTHER WARREN RD		
05/14/2023 14:05	2305140022		ASST	124 S HWY 3		

TOTAL CALLS: 9

AB	ASSAULT AND BATTERY
ABC	ALCOHOL BEVERAGE CONTROL
ACS	ACCIDENTAL SHOOTING
ADW	ASSAULT WITH DEADLY WEAPON
ALARM	ALARM
ANIMAL	ANIMAL ABUSE OR NEGLECT
ARO	ATTEMPT TRO SERVICE
ARSN	ARSON
ASST	ASSIST OTHER AGENCY
AT	AUTO THEFT
ATC	ATTEMPT TO LOCATE
AVEH	ABANDONED VEHICLE
BCHK	BAR CHECK
BURG	BURGLARY
CASINO	CASINO RELATED CALLS
CCW	CONCEALED WEAPONS PERMIT AI
CHAB	CHILD ABUSE
CHKS	CHECKS
CIV	CIVIL PROCESS
CODE	CODE ENFORCEMENT
CPO	CRIMINAL PROTECTIVE ORDER
CRNR	CORONER
DB	DEAD BODY
DP	DISTURBING PEACE
DRDR	DRUNK DRIVING
DRNK	DRUNK
DV	DOMESTIC VIOLENCE
EA	ELDER ABUSE
EMBZ	EMBEZZELMENT
ESCP	ESCAPE
EXPL	EXPLOSIVE
FG	FISH AND GAME
FIRE	FIRE AND FIREWORKS RELATED C
FND	FOUND
FORG	FORGERY
FU	FOLLOW UP
GTFT	GRAND THEFT
HAZ	HAZMAT
HOMI	HOMICIDE OR ATTEMPT
HW	HOUSE WATCH

IDTFT	IDENTITY THEFT
K9	K9
KDNP	KIDNAPPING
LIVS	LIVESTOCK
LST	LOST
M	MISCELLANEOUS
MFEL	MISC FELONY
MH	MENTAL HEALTH
MJ	MARIJUANA CULTIVATION OR COM
MMIS	MISC MISDEMEANOR
MP	MISSING PERSON
NARC	NARCOTICS
NCRM	NON CRIMINAL
OWAS	OUT WITH A SUBJECT
OWAV	OUT WITH A VEHICLE
PLANE	PLANE CRASH OR INCIDENT
PROBS	PROBATION SEARCH
PROW	PROWLER
PTFT	PETTY THEFT
PTRL	PATROL
RADAR	RADAR TRAILER
RADIO	RADIO RECEPTION TROUBLE
RAPE	RAPE
RBRY	ROBBERY
REPO	VEHICLE REPOSSESSION
RO	RESTRAINING ORDER
RWAY	RUNAWAY
SAFE	SEXUAL ASSAULT FELONY ENFOR
SAR	SEARCH AND RESCUE
SCAM	SCAM
SCHK	SECURITY CHECK
SCHOOL	SCHOOL SECURITY CHECK
SEXO	SEX OFFENCE
SUIC	SUICIDE (OR ATTEMPT)
SUPS	SUBPOENA SERVICE
SVEH	VEHICLE ASSIST
SWAR	SEARCH WARRANT
TC	TRAFFIC ACCIDENT
TEST	TEST CALL ONLY
TRAF	TRAFFIC

TRSP	TRESPASSING
TS	VEHICLE STOP
VNDL	VANDALISM
WAR	WARRANT SERVICE
WI	WELFARE CHECK
WS	WATER SAFETY

Ambulances:

M56 had a high pressure oil leak for awhile which finally made it inoperable. It was towed to American Diesel from the ER in Yreka and Jim had it fixed quickly. It has snow tires on it now and will need new all season tires as the ones that were taken off in November were worn and old.

M55 and M54 are currently running fine.

SSV Regional EMS Authority

Our annual permit ends at the end of June. I have submitted our application to continue. I do not foresee any obstacles.

PP-GEMT IGT

The reimbursement program for Medicaid and Medical. This is a program that Crystal with Frontier Reimbursements and Wittman Billing have been helping us with. It is money up front but supposedly will bring return with transports. It is a confusing governmental program. We are waiting for some additional information from DHHS. Crystal is remaining diligent about the communication, (although DHHS is not as diligent).

Medicare

The data collection for the new Medicare Reimbursement Query is coming to an end with our fiscal year. I will have 5 months from July 1 to enter everything into the database. This is what the class was about that I attended in SF and am well prepared for the reporting. There will be some last minute collection items I'm sure to figure out but we should be fine.

April Numbers

Total:	Etna: 6	ALS:	BLS:	CXL:	CCP:	AMA/ ALS	AMA/ BLS	AMA/ not billable:	Missed:	BLSD:
28	FJ: 3	12	6	2	1	Assessment: 0	Assessment: 1	3	3	0
Billable:	SV: 19									

There were no rendezvous' with M11 or MSAS ambulance this month.

The missed calls were on days that I was out of the area and it was solely volunteer status.

There were 14 days without calls.

There were 47 total calls in April 2022

Misc.

Scott Valley Pleasure Park Rodeo April 28,29, and 30.

PHTLS class was held as well as a CPR for the public class.

The Scott Valley MCI Training Drill was May 7.

Etna Ambulance represented Siskiyou County EMS at a Regional III table top exercise that was held in multiple counties via zoom. In the room in Siskiyou County was OES, Public Health, Hospital administrators, county Emergency Preparedness Coordinators. It was very good exposure and experience paving the way for future correspondence for assistance.

UPCOMING TRAINING/CLASSES:

First on the Scene class is being advertised on social media and flyers are posted. We have 10 people registered so far. This will be held during EMS Week, May 23 from 5-9pm at the EMS station.

We will be going out to a couple of schools for show and tell during EMS week as well.



City of Etna

Agenda Request

Date of Meeting: 5.22.23

Spokesperson(s): Rockside Ranch/Missy Andrews

Is this for Discussion ☐ or are you requesting an Action ☐

Subject/Request: Run For Restoration 5K

Please provide a description of the request and attach supporting documentation:

Rockside Ranch submitted an event application for review and approval. The event is scheduled for Saturday October 7, 2023. It is a one mile run which will primarily take place on Main Street and Diggles Street. This is a memorial and fundraiser run in honor of David Lunde.

Will there be a financial impact to the City? ☐ Yes ☐ No If Yes, \$_____

Please describe:

NOTE: Agenda requests must be received no less than four working days before the date of meeting. Return this form and supporting documentation to address below.



City of Etna

EVENT APPLICATION

Location of Event: ☐ Park ☒ Main Street ☐ Pool ☐ Other:	
ORGANIZATION INFORMATION	
Name of Organization: Rockside Ranch	Event Contact Person: Missy Andrews
Street Address: 2421 N. HWY 3	Phone Number(s): 805 341-9242
EVENT INFORMATION	
Name of Event: Run For Restoration 5K	Event Date(s): Saturday, Oct. 7, 2023
Event Start Time: 9:00 am	Event End Time: 11:30 am
Event Description: 5K "Run for Restoration" & 1 mile Fun Run. The run will primarily be on Main Street. Starts & ends on main & Diggins. This is a memorial run in honor of David Lunde.	
Estimated Number of Participants: 100	Estimated Number of Vendors: 2 and fundraiser for scholarships
Is there an outdoor bar that will serve alcohol? If yes, liquor & bartender licenses are necessary under separate application.	☐ Yes ☒ No
Will there be selling/serving food? If yes, you will need to contact Siskiyou County Health Department for proper permits.	☐ Yes ☒ No
Will there be merchandise for sale? If yes, each vendor must apply for a Peddler's License at City Hall.	☐ Yes ☒ No
Will there be musical entertainment? If yes, you are responsible for following City Noise Ordinance 9.05.030. Contact Etna PD with questions or for a Noise Permit.	☐ Yes ☒ No
Will your event require electricity? If yes, the Fire Department and Public Works Director will need to inspect prior to use.	☐ Yes ☒ No
Will your event require a street shut-down? If yes, you must contact the Etna Police Department for secondary approval.	☒ Yes ☐ No
Will you be providing portable restrooms & wash stations for the event?	☐ Yes ☒ No
Will there be fireworks? If yes, approval from the Fire Chief and Police Chief is required. Additional fee of \$150.00 is required for Fire & Police Standby.	☐ Yes ☒ No

INSURANCE REQUIREMENTS

For certain events, the Event Sponsor will obtain liability insurance with coverage no less than \$1,000,000 which names and endorses the City as an additional insured party. A copy is due within 15 days of the event. You will be notified if this is required.

DEPOSIT REQUIREMENTS

The applicant may be required to submit to the City a cleaning/damage deposit of \$200.00 per day for each scheduled day of the event. The deposit shall be refunded to applicant, if, upon inspection, all is in order, or a prorated portion thereof as may be necessary to reimburse the City for loss or cleaning costs. The City reserves the right to retain the entire deposit if clean up is not completed to the satisfaction of the City. Unless otherwise stated in the permit, the applicant shall be fully responsible for all necessary clean up associated with the permitted event to be completed within 12 hours after the conclusion of the event.

What other assistance do you foresee needing from the City (personnel, materials, and/or equipment)?

*If our registration exceeds 100, we will order Port Pottys
Possibly a few barricades to block off streets*

BINDING AGREEMENT

I have read understand this application and the requirements placed upon this applicant and organization. I agree to defend, indemnify, and hold harmless the City of Etna, its agents, representatives, officials, and employees, from and against any and all claims, damages, losses, and expenses relating to or alleged to have resulted from the acts, errors, mistakes or omissions of the applicant. I agree to abide by the City of Etna's regulations, laws and ordinances.

Authorized Signature:

Michael J. Jurek

Date:

4/18/23

LIST OF FEES

\$	\$
\$	\$
\$	\$

Council Approval:

Date:

Police Chief Approval:

Date:

Fire Chief Approval:

Date:

Public Works Director Approval:

Date:

Deposit Amount:

Deposit Amount Returned:

Notes:



City of Etna

Agenda Request

Date of Meeting: 5.22.23

Spokesperson(s): Josh Short/Lynn Karpinski

Is this for Discussion ☐ or are you requesting an Action ☐

Subject/Request: 2023 PCT Patch Design Winner

Please provide a description of the request and attach supporting documentation:
Recognition of the 2023 PCT Patch design winner.

Will there be a financial impact to the City? ☐ Yes ☐ No If Yes, \$_____

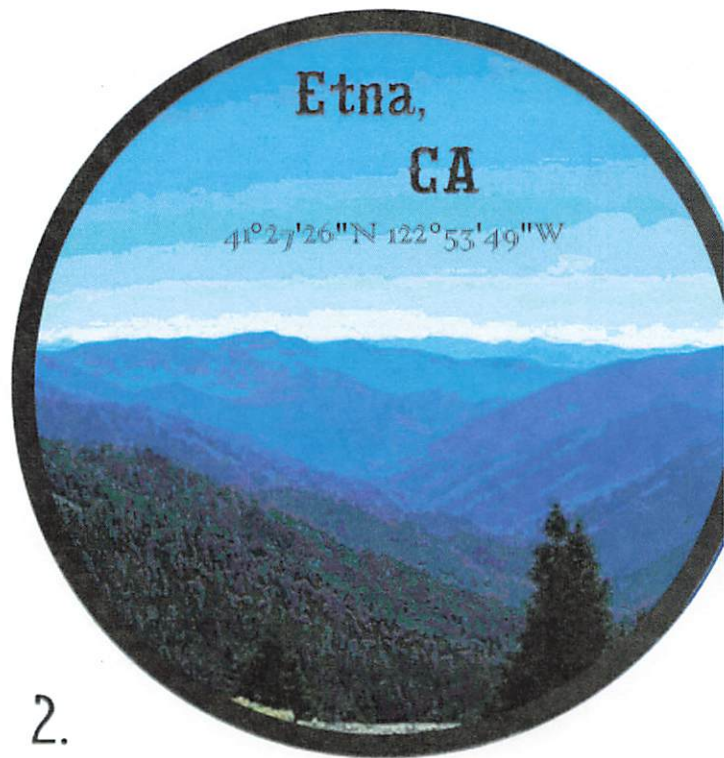
Please describe:

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Etna, CA

$41^{\circ}27'26''\text{N}$ $122^{\circ}53'49''\text{W}$

2023



2.



4.





City of Etna

Agenda Request

Date of Meeting: 5.22.23

Spokesperson(s): City Council/Josh Short

Is this for Discussion ☐ or are you requesting an Action ☒

Subject/Request: Museum Project

Please provide a description of the request and attach supporting documentation:
Update on Museum project.

Will there be a financial impact to the City? ☐ Yes ☐ No If Yes, \$_____

Please describe:

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City of Etna

Agenda Request

Date of Meeting: 5.22.23

Spokesperson(s): City Council

Is this for Discussion ☒ or are you requesting an Action ☒

Subject/Request: 2023-2025 Museum Lease Agreement

Please provide a description of the request and attach supporting documentation:

Discuss/Approve 2023-2025 lease agreement between the City of Etna and Native Daughters of the Golden West for the Museum.

Will there be a financial impact to the City? ☐ Yes ☐ No If Yes, \$ _____

Please describe:

NOTE: Agenda requests must be received no less than four working days before the date of meeting. Return this form and supporting documentation to address below.



City of Etna

Native Daughters of the Golden West Lease

THIS LEASE is made and entered into this 1st day of June 2023, by and between THE CITY OF ETNA, a Municipal Corporation, hereinafter referred to as "Lessor", and ESCHSCHOLTZIA PARLOR #112 NATIVE DAUGHTERS OF THE GOLDEN WEST, hereinafter referred to as "Lessee".

WITNESETH:

WHEREAS Lessor is the owner of that certain building commonly referred to as "City Museum", located in the City of Etna; and,

WHEREAS Lessor desires to lease unto Lessee and Lessee desires to rent from Lessor the property at 520 Main Street, upon the terms and conditions hereinafter set forth,

NOW THEREFORE, the parties hereto do hereby AGREE as follows:

1. Lessor does hereby lease to Lessee and Lessee does hereby hires from Lessor that certain property located at 520 Main Street.
2. The term of this Lease shall be for a period of (2) years, commencing on June 1, 2023, and terminating on June 1, 2025. Should Lessee's funding collapse or be significantly reduced, Lessee shall be excused from and allowed to terminate this lease agreement upon 60 days' written notice to Lessor.
3. As for the rental for said premises, Lessee shall pay to Lessor the sum of One Dollar per year during the term of the Lease.
4. Lessee shall be responsible for the Premises and Building, and its common Areas, all utilities, including but not limited to electricity, water, sewer, heat (kerosene or diesel) and waste or trash removal.
5. Said premises shall be used solely for a museum and for no other use or uses without the express written consent of the Lessor.
6. Lessee shall not commit or permit the commission of any acts on said premises nor use or permit the use of said premises in any way that:
 - (a) Will increase the existing rates for or cause cancellation of any fire, casualty, liability, or other insurance policy insuring the building or its contents.
 - (b) Violates or conflicts with any law, statute, ordinance, or governmental rule or regulation, whether now in force or hereinafter enacted, governing said premises or the building.
 - (c) Constitutes the commission of waste on said premises or the commission or maintenance of a nuisance as defined by the laws of the State of California.
7. Use of supplementary electrical heating devices is not allowed without prior written consent of the Lessor and may result in additional costs to the Lessee.
8. Lessee admits, by entering possession under this Lease, that said premises are now in a good, clean, and safe condition and repair. Lessee shall, at all times during the term of this Lease and any

renewal or extension thereof, maintain, at Lessee's sole cost and expense, said premises, and every part of said premises, in a good clean and safe condition, and shall on expiration or sooner termination of this Lease surrender said premises to Lessor in as good condition and repair as they are in on the date of this Lease, reasonable wear and tear and damages by the elements excepted. Lessee hereby waives any right to make repairs to said premises at the expense of Lessor as provided by any law or statute now or hereafter enacted.

9. Lessee shall permit Lessor or Lessor's agents, representatives, or employees to enter said premises at all reasonable times for the purpose of inspecting said premises to determine whether Lessee is complying with the terms of this Lease and for the purpose of doing other lawful acts that may be necessary to protect Lessor's interest in said premises under this Lease.

10. Lessor shall, at Lessor's own cost and expense, maintain the electrical and plumbing facilities, exterior walls, roof, and structural supports of the building of which said premises are part in good order and repair, excepting any repairs caused by the negligent or willful act of the Lessee or Lessee's agents, servants or invitees. Except as otherwise heretofore set forth, Lessee shall maintain the interior of said premises.

11. Lessee shall not encumber, assign, or otherwise transfer this Lease, any right or interest in this Lease, or any right or interest in said premises without the express written consent of Lessor first had and received.

12. Lessee shall indemnify and hold Lessor and the property of Lessor, including said premises and the building of which said premises are a part, free and harmless from any and all liability, claims, loss, damages, or expenses, including counsel fees and costs, arising by reason of the death or injury of any person, including Lessee or any person who is an employee or agent of Lessee, or by reason of damage to or destruction of any property, including property owned by Lessee or any person who is an employee or agent of Lessee, caused or allegedly caused by:

- (a) Any cause whatsoever while such person or property is in or on said premises or in any way connected with said premises or with any personal property on said premises.
- (b) Some condition of said premises.
- (c) Some act or omission on said premises of Lessee or any person in, on or about said premises with the permission of Lessee; or
- (d) Any matter connected with Lessee's occupation and use of said premises.

During the term of this Lease, Lessee shall maintain comprehensive general liability insurance with limits of not less than One Million Dollars (\$1,000,000.00) combined single limit per occurrence for bodily injury, personal injury and property damage. The City, its officials, and employees, shall be covered as additional insured for any liability arising out of Lessee's use or occupation of said premises. Such policy shall be endorsed to state that such coverage shall not be suspended, voided, canceled, or reduced without thirty (30) days prior written notice given to the Lessor. During the term of this Lease, Lessee shall also maintain fire insurance for the contents of said premises.

13. Lessee acknowledges that the Lease herein may give rise to a possessory interest tax, which may be levied by the County of Siskiyou, and Lessee agrees to pay any such tax.

14. Any and all notices or other communications required or permitted by this Lease or by law to be served on or given to either party hereto by the other party hereto shall be in writing and shall be deemed duly served and given when personally delivered to the party, Lessor or Lessee, to whom it is

directed or any managing employee of such party, or in lieu of such personal service, when deposited in the U.S. mail, first class postage prepaid, certified mail, addressed to Lessor as follows:

Lessor
PO Box 460
Etna, CA 96027

Lessee
520 Main Street
Etna, CA 96027

Either party, Lessor or Lessee, may change their address for the purpose of this paragraph by giving written notice of such change to the other party in the manner provided in this paragraph.

15. Should any litigation be commenced between the parties hereto concerning said premises, this Lease, or the rights and duties of either in relation thereto, the party, Lessor or Lessee, prevailing in such litigation shall be entitled, in addition to such other relief as may be granted, to a reasonable sum as and for their attorney's fees in such litigation, which shall be determined by the court in such litigation or in a separate action brought for that purpose.

16. This Lease cannot be assigned in any way without the written consent of the Lessor.

IN WITNESS WHEREOF, the parties hereto have executed this Lease the day and year first written above.

LESSOR:

LESSEE:

THE CITY OF ETNA
A Municipal Corporation

ESCHSCHOLTZIA PARLOR #112
NATIVE DAUGHTERS OF THE GOLDEN WEST

By: _____
Mayor

By: _____
President

ATTEST:

City Clerk



City of Etna

Agenda Request

Date of Meeting: 05222023

Spokesperson(s): Teresa Arrwood

Is this for Discussion ☐ or are you requesting an Action ☒

Subject/Request: Approve new EMS volunteer

Please provide a description of the request and attach supporting documentation:

Erik Braswell is a paramedic in good standing in our S-SV Regional EMS area. He works full time for Mount Shasta Ambulance. He is moving to the Fort Jones area and has expressed interest in volunteering with us.

Will there be a financial impact to the City? ☒ Yes ☐ No If Yes, \$_____

Please describe:

A volunteer on our roster

NOTE: Agenda requests must be received no less than four working days before the date of meeting. Return this form and supporting documentation to address below.



City of Etna

Volunteer EMS Application

Name: ERIK BRASWELL Date of Birth 9-24-1978

Address: 13239 ROCKY RD. FT SONES

Phone: [REDACTED] Email: [REDACTED]

Position Desired: ☒ Paramedic ☐ EMT ☐ Ambulance Driver

Days Available: ☐ Mon ☐ Tue ☐ Wed ☐ Thu ☐ Fri ☐ Sat ☐ Sun ☐ Varies

Hours Available: OPEN

Have you been previously employed by Etna Ambulance? ☐ Yes ☒ No

If yes, why did you leave? _____

Licenses and Certifications (Check those that apply)

- | | |
|---|--|
| ☒ California Driver's License | ☐ Pediatric Life Support Cert. |
| ☒ Ambulance Drivers License | ☒ CA Paramedic License |
| ☐ Medical Examiner's Card | ☐ PHTLS Cert. |
| ☐ BLS Provider Cert. | ☐ Driver's History Report |
| ☐ Advanced Care Life Support Cert. | ☐ Other |

If other please explain: _____

Please list any Instructor Certs: _____

Additional Skills and Training: _____

EB
Signature

5-1-2023
Date



City of Etna

Agenda Request

Date of Meeting: 5.22.23

Spokesperson(s): Josh Short

Is this for Discussion ☐ or are you requesting an Action ☐

Subject/Request: NSMIT Bank Signatories

Please provide a description of the request and attach supporting documentation:

In October of 2019 the City Council approved accepting the duties and responsibilities of accounts and fiduciary assets for North State Major Investigations Team (NSMIT).

The previous clerk was one of the authorized signers for the NSMIT bank accounts.

In order for the accounts to avoid a "dormant" status we need to replace the previous clerk as a signer with City Clerk Pamela Eastlick.

Will there be a financial impact to the City? ☐ Yes ☐ No If Yes, \$_____

Please describe:

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City of Etna

Agenda Request

Date of Meeting: 5.22.23

Spokesperson(s): John Stacher/Dan Burbank

Is this for Discussion ☐ or are you requesting an Action ☐

Subject/Request: Master Meter

Please provide a description of the request and attach supporting documentation:

The "condos" located on Collier Way are managed by Prime Country Real Estate. It has come up in past discussions to place a master meter to bill the entire complex instead of metering individually.

Will there be a financial impact to the City? ☐ Yes ☐ No If Yes, \$_____

Please describe:

NOTE: Agenda requests must be received no less than four working days before the date of meeting. Return this form and supporting documentation to address below.



City of Etna

Agenda Request

Date of Meeting: May 22, 2023

Spokesperson(s): Dan Burbank

Is this for Discussion ☐ or are you requesting an Action ☒

Subject/Request: New Lawn Mower

Please provide a description of the request and attach supporting documentation:

The City's current lawn mower is well beyond needing to be replaced. I have changed the motor twice and now it is just not working. I would like to have authority to purchase a new riding mower not to exceed \$10,000, to be paid from the following:

25% Parks
25% Pool
25% Gas Tax
25% Water

Will there be a financial impact to the City? ☐ Yes ☐ No If Yes, \$_____

Please describe:

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City of Etna

Agenda Request

Date of Meeting: 5.22.23

Spokesperson(s): Josh Short

Is this for Discussion ☒ or are you requesting an Action ☒

Subject/Request: COPS Money Purchases

Please provide a description of the request and attach supporting documentation:
Discuss/Approve COPS Money purchases.

Will there be a financial impact to the City? ☐ Yes ☐ No If Yes, \$_____

Please describe:

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City of Etna

Agenda Request

Date of Meeting: 5.22.23

Spokesperson(s): City Council

Is this for Discussion ☒ or are you requesting an Action ☐

Subject/Request: Salary Schedule

Please provide a description of the request and attach supporting documentation:
Review and approve City of Etna salary schedule.

Will there be a financial impact to the City? ☐ Yes ☐ No If Yes, \$_____

Please describe:

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CITY OF ETNA							
Salary Schedule 2023-2024							
	Schedule		A	B	C	D	E
<u>Police Non-sworn Unit</u>		<u>Current</u>					
Community Service Officer I	PD	2773	2803	2886	2972	3062	3154
<u>Police Sworn Unit</u>							
Police Officer	PD	3499	4371	4502	4637	4777	4920
Police Sargent	PD		5166	5321	5480	5644	5765
Police Chief	PD	5416	6430	6728	7061	7413	7783
<u>Fire</u>							
Fire Chief	VF		1000				
Assistant Fire Chief	VF		500				
<u>Ambulance</u>							
Director	AM	3640	5765	6103	6287	6476	6670
Assist. Director	AM		3536	3640	3750	3862	3978
<u>Public Works</u>							
Maintenance Worker I	PW	3640	3536	3640	3750	3862	3978
Maintenance Worker II	PW		3883	4000	4123	4244	4371
Department Head	PW	5373	5765	6103	6287	6476	6670
<u>City Hall</u>							
City Clerk	CH	5373	5765	6103	6287	6476	6670
Asst Clerk	CH	4160	3883	4000	4123	4244	4371
Longevity Pay to be added to the above steps approved by Council							
5 percent (5%) after completing 10 years of full-time service							
An additional five percent (5%) 10 percent (10%) total after completing 15 years of full-time service							
An additional five percent (5%) 15 percent (15%) total after completing 20 years of full-time service							
Educational Incentive pay approved for all employees (for job related degrees or POST Certificates)							
3 percent (3%) for Associates Degree (1 only)							
3 percent (3%) for POST Intermediate Certificate							
3 percent (3%) for POST Advanced Certificate							
3 percent (3%) for Bachelor's Degree (1 only)							
3 percent (3%) for a Post Bachelor's Degree							
Specialized Certificates pay approved for Public Works Unit							
3 percent (3%) for Water Treatment Operator							
3 percent (3%) for Water Distribution Certificate							
3 percent (3%) for Back Flow Certificate							
3 percent (3%) for Wastewater Plant Operator 1							
3 percent (3%) for Certified Municipal Clerk							
Work Assignment Incentives approved by Council							
Upon assuming significant additional responsibilities either after 2 weeks if temporary or immediately if permantly an additional 5% of salary may be awarded.							



City of Etna

Agenda Request

Date of Meeting: 5.22.23

Spokesperson(s): City Council

Is this for Discussion ☒ or are you requesting an Action ☐

Subject/Request: Update City Manager Position

Please provide a description of the request and attach supporting documentation:
Update on City Manager.

Will there be a financial impact to the City? ☐ Yes ☐ No If Yes, \$_____

Please describe:

NOTE: Agenda requests must be received no less than four working days before the date of meeting. Return this form and supporting documentation to address below.