



MINUTES
REGULAR MEETING OF THE ETNA CITY COUNCIL
Monday February 12, 2024

Members of the Etna City Council met on this 12th day of February in person and via TELECONFERENCE (Zoom.) Mayor Cliff Munson called the meeting to order and lead in the flag salute to the United States of America.

1. Call to Order:

- a. Roll Call**

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

2. Public Comments on Non-Agenda Items:

None.

3. Consent Calendar:

- Minutes of the Regular Meeting January 22, 2024
- Invoice Approvals

Councilmember Gilmore made a motion to approve the Consent Calendar, Councilmember Stacher seconded, and the motion passed.

Ayes: Stacher, Gilmore, Munson, Deppen, Fawaz

4. Current Business:

a. Discuss Staff Report to City Council 2023 General Plan Annual Progress Report

City Planner Richard Tinsman was present in person to discuss items a, b, and c on the agenda. Tinsman explained the City of Etna's eight elements in the General Plan and answered questions. The cost to complete the General Plan and Housing Element will cost approximately \$65,000 to \$75,000, which is funded by the SB 2 Planning Grant.

Councilmember Gilmore asked about the fire hazard codes in addition to other codes and who updates them. Tinsman would assist the city in code updates relating to the General Plan.

b. Discuss/Approve Resolution 2024-001 – A Resolution of the City of Etna City Council Accepting the 2023 General Plan Annual Progress Report and Approving the Transmittal of the Report to the Governor's Office of Planning and Research and the California Department of Housing and Community Development

Councilmember Fawaz made a motion to adopt Resolution 2024-001 accepting the 2023 General Plan Annual Progress Report with attachments and approving transmittal of the report to the Governor's Office of Planning and Research and the

Department of Housing and Community Development. Councilmember Deppen seconded the motion.

Fawaz asked whether this item is related to the \$90,000 housing component.

Ayes: Stacher, Gilmore, Munson, Deppen, Fawaz

c. Discuss/Approve Local Early Action Planning Grant (LEAP) Amendment

Fawaz expressed concerns with the cost of Housing Element and General Plan update. Tinsman explained that if the city does not have a State Certified Housing Element, then the city will not receive CDBG grant money. Tinsman also clarified that this project is 100% grant funded. SB 2 paid for the Water Study and Housing Element update. The LEAP Grant will be used to update the General Plan and zoning code. More discussion relating to costs.

City Attorney Andrew Jared provided comments. Jared reiterated that an updated Housing Element is required by the state. More discussion regarding state law.

Councilmember Deppen asked what process the city is at now. Tinsman said HCD is requesting more refined data and revising the narrative in the Housing Element update. Councilmember Gilmore asked for a prioritized list. Discussion on code updates.

Mayor Munson suggested updating one section of the General Plan and updating codes relating to that specific section. Housing, Land Use, and Noise Elements are currently being worked on.

Councilmember Fawaz made a motion that the City of Etna move forward directing Rico to continue to work with HCD and bring back and report as needed. Gilmore asked about funding. Motion died for lack of second.

City Clerk Pamela Eastlick asked if the city had someone on staff to rewrite codes would we still be going in this direction. Tinsman answered that updating codes is not a small task.

Fawaz made another motion that the City of Etna continue to work with Rico directing him to work with HCD to modernize our zoning and land use codes staying within the budgetary restrictions of grants received for this project.

Tinsman apologized for any confusion. Councilmember Deppen seconded the motion. City Attorney Andrew Jared commented in support of the motion, and that it will achieve what Rico needs.

Fawaz restated the motion for the record. Fawaz moved to approve the City of Etna to continue to direct Rico to work with HCD modernizing our zoning and land use codes staying within the budgetary restrictions of the grants received for this project.

Ayes: Stacher, Gilmore, Munson, Deppen, Fawaz

d. Discuss/Approve FY 2023 Grant Memorandum of Understanding AFG for Self-Contained Breathing Apparatus (SCBAs)

Fire Chief Joseph Hess from Fort Jones Fire Department was present for questions relating to items d and e. Councilmember Deppen moved to approve, Councilmember Gilmore seconded, and the motion passed.

Ayes: Stacher, Gilmore, Munson, Deppen, Fawaz

e. Discuss/Approve FY 2023 Grant Memorandum of Understanding for AFG Hose & Nozzle

Councilmember Deppen moved to approve, Councilmember Gilmore seconded, and the motion passed.

Ayes: Stacher, Gilmore, Munson, Deppen, Fawaz

f. Discuss/Approve Essex Veterinarian Services to Hold a Cat Spaying Clinic in City Hall (Upstairs)

Code Enforcement Officer Kelly York suggested using the Fire Hall instead. York gave the Council an update on this event. Councilmember Fawaz made a motion to change the location of the event to the Fire Hall, Councilmember Gilmore seconded, and the motion passed.

Ayes: Stacher, Gilmore, Munson, Deppen, Fawaz

g. Discuss/Approve Dump Day Event Agreement Between the State of California CALTRANS and the City of Etna to Provide Free Dump Days to Local Residents

City Clerk Eastlick gave a background and update on this project and presented a draft agreement for Council approval. More discussion on the details of the event. Councilmember Deppen made a motion to approve accepting the money from CALTRANS, Councilmember Stacher seconded, and the motion passed.

Councilmember Fawaz about how the material will be separated. More discussion.

Ayes: Stacher, Gilmore, Munson, Deppen, Fawaz

h. Discuss/Approve Rental of Boom Lift for City Hall Repairs and Removal of Hazardous Tree Branches at the City Park

Public Works Director Dan Burbank requested Council approval to rent a boom lift. Councilmember Deppen made a motion to approve, Councilmember Gilmore seconded, and the motion passed. Burbank described the much-needed repairs for City Hall.

Ayes: Stacher, Gilmore, Munson, Deppen, Fawaz

i. Discuss/Approve Maintenance, Repairs, and Removal of Drywall and Framing Upstairs of City Hall

Burbank gave a background to the Council regarding the room that the Masons built upstairs. Burbank would like the area upstairs to be restored, Police Chief Josh Short would like it to stay. Item tabled to a later meeting. Councilmember Fawaz

requested that when this item is brought forward, he would like to see upstairs.
Mayor Munson requested that a tour be scheduled before the next regular meeting.

5. Correspondence:

Mayor Munson mentioned that he received a letter of interest in the Grant Manager position. Clerk Eastlick stated that the city has received three applications for the City Manager position.

Clerk Eastlick updated the Council on one of the city lawsuits stating that the case is in discovery until February 19th and the attorney working on the case requested it to be on the agenda for the next meeting.

Clerk Eastlick apologized for not having the financials completed, they will be presented at the next meeting.

Mayor Munson spoke with the City Auditor Charlie Pillon, and he will be on the agenda for the next meeting.

Councilmember Gilmore asked about setting up interviews and who will be on the interview panel. Councilmember Fawaz commented about combining the two positions. Gilmore will reach out to the applicants to inquire what experience they have in city management. Clerk Eastlick recommended those types of questions should be asked during the interview process rather than one on one.

Councilmember Stacher asked about the funding for the museum project. Clerk Eastlick said they are waiting for some information relating to payments.

Gilmore requested the situation with IT be placed on the next agenda.

6. City Council Statements and Requests:

7. CLOSED SESSION:

a. Pursuant to Government Code §54956.9(d)(4) – Conference with Legal Counsel – Anticipated Litigation – Number of Potential Cases One (1)

The City Council gave directions to staff.

b. Pursuant to Government Code §54957(b) – Public Employee Appointment – Pool Manager

The City Council gave directions to staff.

8. Adjournment:

There being no further business Mayor Cliff Munson adjourned the meeting at 6:41 pm.

Respectfully submitted,

Jenny Bennett
Asst. City Clerk