



MINUTES
REGULAR MEETING OF THE ETNA CITY COUNCIL
Monday February 26, 2024

Members of the Etna City Council met on this 26th 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:

City Auditor Charlie Pillon spoke during public comment giving the City Council an update regarding the 20/21 Audit. After March 31st his plan is to get the City caught up with the rest of the audits. Pillon will keep the Council updated on costs associated with completing the audits.

Councilmember Gilmore commented about her frustration during 20/21-2022 years and would like some feedback from Pillon to avoid future management override risks.

3. Consent Calendar:

- Minutes of the Regular Meeting February 12, 2024

Councilmember Deppen made a motion to approve the Consent Calendar, Councilmember Fawaz seconded, and the motion passed.

Ayes: Stacher, Gilmore, Munson, Deppen, Fawaz

4. Department Reports:

The Police Department did not have a report.

Public Works Director Dan Burbank reported that his department has been busy cleaning up the City Yard. He has scrapped two vehicles and filled nine dumpsters.

Fire Chief Alan Kramer reported that multiple fire departments in the area have been working together and are planning a joint training soon. It is becoming apparent how much each department relies on each other. Chief Kramer has been working on the PD radios and has been installing encryption equipment in current radios. Chief Kramer will share call logs with the City Council.

Ambulance Director Teri Arrwood reported that there was a critical call on Forest Mountain last night. Etna was able to staff and provide three ambulances to the call. Councilmember Gilmore shared positive feedback she has received about the trainings that Arrwood has been providing. Arrwood is hoping that more people attend in the future as it gets more attention.

City Clerk Pamela Eastlick was on Zoom due to illness. Eastlick reported that City Hall is in need of a new copier machine and will be researching pricing and products. The purchase

will be a lease agreement with at least three estimates for the copier. Eastlick has been working on CDBG revenue and SCORE insurance.

Mayor Munson gave a brief report regarding a contact from Pacific Power and underground power for Main Street. Munson has also been researching grants for a new playground structure at the park.

Eastlick added that Garland Tech emailed the IT Contract, and it will be on the next agenda for approval.

Burbank added that he reprogrammed the fuel station at the yard so the new fobs will match the vehicles and have more accurate fuel usage reports.

5. Current Business:

a. Discuss/Approve Professional Services Agreement with Collard Acoustical Consultants, Inc. to Prepare and Update the City of Etna Noise Element of the General Plan.

City Planner Richard Tinsman gave a background on the firms that submitted RFPs for the project. Collard Acoustical Consultants, Inc. came in as the lowest bidder. Councilmember Deppen made a motion to select Collard Acoustical Consultants, Inc. Councilmember Gilmore seconded the motion and it passed.

Ayes: Stacher, Gilmore, Munson, Deppen

No: Fawaz

b. Discuss Updates with The City Council Cat TNR Program

Scott and Jaime Essex from Essex Veterinary Services were on Zoom to give an update regarding the Cat TNR Program. They were unable to secure a grant that they were applying for. There are people that would like to donate and contribute to this program. They are continuing to write grants and are working toward federal approval. Councilmember Gilmore asked about the total cost. Essex explained that it is difficult to quote the project and it is easier to set a budget amount and work within the budget. The cost to neuter a male is \$75 and \$125 for females.

Clerk Eastlick mentioned doing a fundraiser and asking for community donations for the program. Another consideration is whether to allow people to bring in their own cats. More discussion regarding the number of animals in Etna.

Code Enforcement Officer Kelly York predicts that they will be able to trap 50 cats a day. Discussion regarding funding the project.

Councilmember Fawaz thanked staff and Essex Veterinary Services for their work and effort on this project.

The City Council gave directions to staff and Essex to post on social media outlets to see how much private support may help fund the project. The wording for the posts will include personal cats that are pets.

The tentative dates will be March 28th and 29th for the event and it will be for residents of the City of Etna. No action taken.

c. Discuss/Approve City of Etna’s Dotty Olson Operational Guidelines

Councilmember Gilmore created an Operational Guidelines document in coordination with Friends of the Pool and PAL. The document will be up for review and approval annually before each pool season. More discussion regarding City financials, FOP financials, trust, and new/future members. Eastlick asked if the snack shack supplies that FOP purchases are wrapped in their yearly contribution from donations. Gilmore recommends adding \$15,000 in fundraising prior to the season and increasing the revenue for snack shack, and swim lessons.

Discussion of requirements from the County regarding serving food. Burbank commented that it depends on the County inspector.

Councilmember Deppen made a motion to approve the 2024 agreement, Councilmember Stacher seconded, and the motion passed. Asst. City Clerk Jenny Bennett suggested that the language be changed from “City Hall” to “City Administration” in the document. Deppen amended the motion to include the change, Stacher seconded the motion.

Ayes: Stacher, Gilmore, Munson, Deppen, Fawaz

d. Discuss/Approve Budget Amendment for the Pool Fund

The City Council and staff reviewed the proposed budget amendment for the pool and focused on lifeguard salaries. The Council discussed hiring an Assistant Pool Manager and an hourly pay rate for that position. Discussion relating to the recently selected pool manager and whether they are aware of the hours required for the position. The City Council requested Eastlick to research the requirement involving having staff over 18 years old present at the pool.

Councilmember Gilmore requested approval for the amended pool budget. Discussion on the swim team/PAL and whether they contribute or get billed for their private use of the pool. Eastlick pointed out that the workers comp and liability cannot be changed because the amounts are set from the beginning of the year, those amounts need to remain unchanged.

The City Council recommended tabling this item at the next meeting and recommended contacting PAL.

e. Discuss/Approve Quarterly Budget Review

Eastlick provided the City Council and staff with the quarterly budget for review. The highlighted areas are adjustments that need to be made. Discussion regarding the new police officers and when they will be hired. Councilmember Fawaz has had discussions with Chief Short and the difficulties with hiring police officers. Councilmember Fawaz made a motion to approve the updated budget excluding the pool budget. Councilmember Gilmore seconded and the motion passed.

Ayes: Stacher, Gilmore, Munson, Deppen, Fawaz

6. Correspondence:

None.

7. City Council Statements and Requests:

None.

8. CLOSED SESSION:

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

The City Council gave directions for staff.

9. Adjournment:

There being no further business Mayor Cliff Munson adjourned the meeting at 7:45 pm.

Respectfully submitted,

Jenny Bennett
Asst. City Clerk