



MINUTES
REGULAR MEETING OF THE ETNA CITY COUNCIL
Monday June 24, 2024

Members of the Etna City Council met on this 24th day of June in person and via TELECONFERENCE (Zoom.) Mayor Cliff Munson called the meeting to order and led in the salute to the flag of 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. CLOSED SESSION – 5:30 pm to 6:30 pm

a. Pursuant to Government Code §54956.9(d)(1) Conference with Legal Counsel – Existing Litigation

1. Federal Home Loan Mortgage vs. City of Etna

b. Pursuant to Government Code §54957(b) Personnel Matters – Public Employee Performance Evaluation:

1. City Clerk

2. Public Works Director

3. Police Chief

4. Ambulance Director

5. Fire Chief

6. Pool Manager

The City Council had no reportable action on the Closed Session items.

4. Consent Calendar:

a. Minutes of the Regular Meeting June 10, 2024

b. Fiscal Year 24/25 Siskiyou Local Transportation Commission (LTC) Claim

c. Resolution 2024-007 – A Resolution of the City Council of the City of Etna Adding a List of Projects for Fiscal Year 2024-25 Funded by SB1: The Road Repair and Accountability Act of 2027

d. Resolution 2024-008 – Approve Application for Funding State CDBG Program

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

Ayes: Stacher, Gilmore, Munson, Deppen

Abstain: Fawaz

5. Department Reports:

Pool Manager Lisa West reported to the Council some issues that she dealt with at the start of the season. West is working on ways to reduce costs at the pool. She is also tracking daily

attendance at the pool. The Council encouraged West to work with City Manager Jeff to resolve current and future issues.

Police Chief Josh Short reported that his department has been very busy the last several weeks. Councilmember Deppen asked about Code Enforcement. Chief Short explained that the Court has had difficulty in interpreting our ordinances and recommends cleaning up and updating our Municipal Code. Deppen asked about community service. Chief Short discussed issues with speeding, and crosswalks.

Public Works Director Dan Burbank is planning to repair some picnic tables at the pool. Councilmember Stacher mentioned that the new meters that were ordered were the wrong size which has resulted in a delay in installation. Councilmember Gilmore commented on potholes.

Fire Chief Alan Kramer reported that the engines that had pump testing passed. There was a trailer fire down Callahan Way. The Fire Department is averaging about 11 calls per month. Engine 1411 has issues with the pump motor, and he is working on getting it repaired.

Ambulance Director Teresa Arrwood provided a written report in the Council's packet.

City Clerk Pamela Eastlick has been diligently working on the budget. Clerk Eastlick reported about Pacific Power work credits. The County has 5.5 million in work credits through Pacific Power. Mayor Munson commented more on this. The County verbally agreed to give the City \$500,000 for a project involving underground power. Clerk Eastlick updated the Council on the audit.

City Manager Jeff Mitchem updated the Council on the work that has been done with strategic planning for the City. The Housing Element has been certified by the State, and Mitchem is planning on working with City Planner Richard Tinsman on zoning code updates among other areas related to housing in the City's Municipal Code.

6. Current Business:

- a. Discuss/Approve Partial Pay Estimate #2 for Whitehawk Construction for Work Performed on the 2024 Water System Improvements Project in the Amount of \$499,706.04.**

City Engineer Morgan Eastlick updated the Council on the work that has been completed, and touched on the meters that were ordered being the incorrect size. More discussion. Councilmember Deppen made a motion to approve, Councilmember Stacher seconded, and the motion passed.

Ayes: Stacher, Gilmore, Munson, Deppen, Fawaz

- b. Discuss/Approve Amendment to the City of Etna's Water Conservation & Outreach Plan.**

Councilmember Gilmore gave a background on this item. Gilmore is requesting language to be added to the current conservation plan in anticipation of the Scott/Shasta being issued a curtailment mid-July. Councilmember Deppen asked about average daily water use per person. Discussion on daily water use.

Audience member Rick Kramer commented on the water system emphasized that water is always going over the dam without impairing any flow to the river. Etna Creek has no effect on the groundwater in the valley. Councilmember Fawaz shared comments regarding fines and civil penalties that may be issued by the State Water Board. Gilmore added that when the ranchers and farmers are under pressure to reduce water usage, she feels we as a community should do our part in reducing water usage. Kramer commented on water usage for the months of June, July, and August and averaging what the households use. More discussion regarding the amendment.

Councilmember Deppen made a motion to approve. Gilmore stated the motion to direct staff to revise the conservation plan to address the curtailment and to petition the State Water Board to increase the minimum daily water use to 70 gallons per day based on a household of 4 to a total of 280 gallons per household. Gilmore explained that this is only if a curtailment gets issued. Gilmore seconded the motion and the motion passed.

Ayes: Stacher, Gilmore, Munson, Deppen, Fawaz

c. Discuss/Approve Pool User Fees.

Mayor Munson requested the Council and staff to create a fee schedule for the pool. Councilmember Fawaz commented. Mayor Munson would like to direct staff to update all fee schedules. No action taken.

d. Discuss/Approve 23/24 Budget Amendment to Transfer Traffic Safety Money to the General Fund Streets and Approve Purchase of \$25,000 of Street Material.

Clerk Eastlick explained that for the City to continue receiving Road Maintenance and Rehab money from the State we need to spend \$75,000 by June 30th. After the transfer and approved spending of the \$25,000 for street material the City will meet the expenditure requirement of \$75,000. This will be reflected in the budget for next year.

Councilmember Gilmore made a motion to approve, Councilmember Fawaz seconded, and the motion passed.

Ayes: Stacher, Gilmore, Munson, Deppen, Fawaz

e. Discuss/Approve 2024/2025 Budget.

Clerk Eastlick and City Manager Mitchem presented the budget to the Council and recommended a COLA increase of 2.85% for staff which is reflected in the Salary Schedule. Eastlick explained the new CalPERS retirement rates. The General Fund is negative \$38,000 which does not include the Pool Fund and the Ambulance Fund, which are tracked separately despite being General Fund activities. Councilmember Fawaz asked about the Ambulance Fund. Eastlick shared concerns about the COPS Fund. More discussion regarding COPS funds and future growth allocations.

Councilmember Gilmore asked about tracking staff time relating to the water grant and possibly getting staff time reimbursed. The Council recommended staff to track time to be allocated toward grants to balance the budget. Gilmore asked about the

Town of Fort Jones paying \$20,000 to go toward the pool from a Parks & Rec grant they received and agreed to contribute to the pool project. More discussion. Audience member Rick Kramer asked why the City doesn't charge for people to use the pool that do not live in the City. Fawaz responded that Friends of the Pool fundraising efforts are not just for businesses, or people that live within the City of Etna limits. There are many donations that come from the community not just the City of Etna.

Gilmore would like to see project management time billed to the grant to help offset costs in the General Fund.

Fawaz asked about the vacant police position. Eastlick explained that Chief Short decided to take the position out of the budget to help with the deficit. Discussion regarding the DOJ Grant that funds one of the officer's current position.

Gilmore requested to increase the amount for swim lesson revenue to \$4,500 in the pool budget, increase the snack shack revenue to \$8,000 and decrease the electrical to \$2,000. Swimming lessons will be left at \$4,000. The City Council directed City Manager Mitchem to figure out how to offset the \$42,500 deficit in the General Fund with the grants.

Mayor Munson moved to approve the 24/25 budget with he recommended changes. Fawaz stated that if the City can secure \$42,500 spending from the grant and allocate it throughout the General Fund then he would be more comfortable approving the budget. Mayor Munson left his motion as is and directed City Manager Mitchem to balance the budget. Councilmember Deppen seconded. Fawaz commented that the State is working on changing the way money is dispersed and it is important to figure out how to allocate grant funding more effectively. Gilmore also shared comments regarding timesheets and tracking time. Clerk Eastlick added that if there is no documentation on a timesheet then it will not be reimbursed.

Ayes: Stacher, Gilmore, Munson, Deppen, Fawaz

7. City Council Statements and Requests:

None.

8. Adjournment:

There being no further business Mayor Cliff Munson adjourned the meeting at 8:09 pm.

Respectfully submitted,

Jenny Bennett
Asst. City Clerk