



MINUTES
REGULAR MEETING OF THE ETNA CITY COUNCIL
Monday July 22, 2024

Members of the Etna City Council met on this 22nd day of July 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:

Julie Plank commented about a significant requirement of police activity for a house near hers. Plank stated that there is constant fighting, they allow their dogs to roam around, and there is a lot of noise. Etna Police encouraged Plank to address the Council with her concerns. Plank also commented about lack of speed enforcement.

3. Consent Calendar:

a. Minutes of the Regular Meeting June 24, 2024

b. Minutes of the Emergency Meeting July 11, 2024

c. Invoice Approval List

Councilmember John Stacher requested the record show that he would like to change his vote to “No” on item “b” regarding the City of Etna’s Water Conservation & Outreach Plan for the June 24, 2024. More discussion.

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

Ayes: Stacher, Gilmore, Munson, Deppen, Fawaz

4. Department Reports:

Pool Manager Lisa West reported that the pool season is going well. West explained some of the swim lesson cancellations and issues with staff. Discussion regarding the resurfacing of the pool and Jenny Zink having found a contractor to possibly resurface the pool. City Clerk Pamela Eastlick commented about the process of estimates being submitted for projects.

Police Chief Josh Short is still waiting for stats from dispatch. Chief Short updated the Council about staffing his department on the Shelly Fire. There has been an increase in calls for service recently. Chief Short spoke about code enforcement issues.

Public Works Director Dan Burbank reported about fire hydrants and fire trucks filling up. Burbank mentioned the fire camp dumping and the invoicing process. Councilmember Stacher commented on the current water supply. Councilmember Fawaz commented about the amount being charged for city services related to emergency incidents. Burbank is planning to research other costs and increase the prices. Stacher appreciated Burbank for

keeping his department operating smoothly while trying to protect and save his home and property from the Shelly Fire.

Fire Chief Alan Kramer reported about another fire that was down at the trailer park. Chief Kramer has been attending the daily Shelly Fire briefings and gave an update to the Council and audience about current fire conditions. They are still working on repairing one of the fire engines. Chief Kramer and his wife will be out of town for a couple of weeks. Stacher thanked Chief Kramer for the fire breaks on his property.

Ambulance Director Teresa Arrwood provided a written report in the Council packet. Arrwood explained that she was unable to assign an ambulance on the Shelly Fire incident due to lack of staff. Arrwood was able to staff two ambulances during the fire emergency and is hoping to work with City Manager Jeff Mitchem to have some staff costs reimbursed by FEMA.

City Clerk Eastlick reported an increase in calls concerning very tall dry grass throughout town on private vacant properties. There has been another CDBG payoff just over \$100,000.

Mayor Munson gave a brief report/update on the Pacific Power Work Credits available from the County to help with undergrounding power on Main Street.

City Manager Jeff Mitchem reported that he has been working closely with City Attorney Andrew Jared on various policies, and municipal code updates. Mitchem is planning to sit down with Chief Short and Jared to go over public safety issues and ordinances that may need to be updated.

Fawaz mentioned that one of the dozer operators that worked on the dozer lines may possibly approach the City for payment for some of the work. Fawaz complimented Chief Short and Chief Kramer for their work during the Shelly Fire. Fawaz encouraged the Council in moving forward in with forming the Emergency Services District.

5. Current Business:

- a. Discuss/Approve Federal Excess Personal Property (FEPP) Cooperative Agreement Number 992618 with CAL FIRE and Approve Resolution 2024-011 Authorizing Application for FEPP.**

Councilmember Deppen made a motion to approve, Councilmember Stacher seconded, and the motion passed.

Ayes: Stacher, Gilmore, Munson, Deppen, Fawaz

- b. Introduction and First Reading of Ordinance to Provide for Cooperative Purchasing and to Provide for Informal Bidding Procedures Pursuant to the Uniform Public Construction Cost Accounting Act (CUPCCA); Discuss/Approve Resolution 2024-012 of the City Council of the City of Etna Electing to Adopt Procedures; Finding Such Action Exempt from CEQA.**

City Manager Jeff Mitchem explained that with the concerns of City Attorney Andrew Jared and himself regarding the City's current purchasing policy and practices having this policy in place will help resolve those concerns. Jared added that this will also help with saving time and money with cooperative purchasing and

avoiding some of the RFP processes. CUPCCA is specifically for Public Works Projects, and it will cut down time and effort to bid out for a project and allows for a threshold up to \$60,000 for staff to work on related projects. Mayor Munson read the title of the CUPCCA Ordinance 226. No action taken.

c. Discuss/Approve Strategic Planning Update and File the Discussion Draft Strategic Plan.

City Manager Jeff Mitchem gave a background on this item and presented a draft version of the City's Strategic Plan. The Council gave feedback. Director Arrwood asked about future meetings scheduled to discuss community services district. Mitchem explained that this is a working document and requested the Council to review it.

d. Discuss Budget Update.

Mitchem and Clerk Eastlick have been working together on balancing the General Fund.

6. CLOSED SESSION

a. Pursuant to Government Code §54957(b) Public Employee Performance Evaluation.

1. City Manager

2. Fire Chief

City Council gave direction to staff.

7. City Council Statements and Requests:

None.

8. Adjournment:

There being no further business Mayor Cliff Munson adjourned the meeting at 9:00 pm.

Respectfully submitted,

Jenny Bennett
Asst. City Clerk