



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

Members of the Etna City Council met on this 26th day of August in person 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.

The City Council and audience took a moment of silence for the passing of Ryck Kramer.

2. Public Comments on Non-Agenda Items:

Josh from Community Wildfire Defense shared information about projects going on throughout Siskiyou County. Grant funding for wildfire defense, home assessments, and defensible space projects is available for the community.

3. Consent Calendar:

a. Minutes of the Regular Meeting July 22, 2024

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

Ayes: Stacher, Gilmore, Munson, Deppen, Fawaz

b. Invoice Approval List

Councilmember Stacher made a motion to approve the invoice approval list, Councilmember Gilmore seconded, and the motion passed.

Ayes: Stacher, Gilmore, Munson, Deppen, Fawaz

c. Resolution 2024-012 - A Resolution of the City Council of the City of Etna Electing to Adopt the Uniform Public Construction Cost Accounting Act (CUPCCA) Procedures

Councilmember Gilmore made a motion to approve Resolution 2024-012, Councilmember Fawaz seconded, and the motion passed.

Ayes: Stacher, Gilmore, Munson, Deppen, Fawaz

d. Second & Final Reading of Ordinance 226 to Provide Cooperative Purchasing and to Provide for Informal Bidding Procedures Pursuant to the Uniform Public Construction Cost Accounting Act

Mayor Munson read Ordinance 226 by title only. Councilmember Stacher made a motion to approve Ordinance 226, Councilmember Deppen seconded, and the motion passed.

Ayes: Stacher, Gilmore, Munson, Deppen, Fawaz

e. Resolution 2024-013 – A Resolution Approving an Application for Funding and the Execution of a Grant Agreement and any Amendments There to From the 2023 and/or 2024 Funding Year of the State CDBG Program

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

Ayes: Stacher, Gilmore, Munson, Deppen, Fawaz

f. Resolution 2024-014 – A Resolution of the City Council of the City of Etha Authorizing the Destruction of Certain Records and Files

Councilmember Fawaz 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 provided the Council with pool stat numbers and asked about an air quality policy for pool closures due to poor air quality. West mentioned that the snack shack and swimming lessons did not do well because of closing the pool due to the air quality index (AQI.)

Police Chief Josh Short provided a written report in the Council's packet. Chief Short said his department has been very busy. Councilmember Deppen asked about code enforcement issues. Chief Short would like to explore receivership options for certain properties.

Public Works Director Dan Burbank reported that the new tank is complete, and they began filling it today. Paving Cleveland Street will begin soon. The pool season is wrapping up, and they will start preparing it for the off season. Burbank has been working on repairs for fire engine 1411.

Fire Chief Clint Whitchurch provided a written report in the Council packet. Larry Hicks is the Assistant Fire Chief, and Teresa Arrwood has been handling some paperwork and reorganizing the department. Councilmember Stacher asked about any grants that are available for the department.

Ambulance Director Teresa Arrwood provided a written report in the Council packet. Arrwood spoke about working together with Whitchurch in creating a combined position that will be shared by the ambulance and fire departments.

City Clerk Pamela Eastlick reported that City Hall is getting a new copier and envelope folder/stuffer. Eastlick also mentioned that the City began another CDBG foreclosure on a property. Eastlick has been meeting with department heads for budget review. The ambulance and fire budget may possibly be combined into one. Councilmember Fawaz asked about who will be leading the department after the two are combined.

City Manager Jeff Mitchem gave a brief report. Mitchem discussed the Williamson Act, and existing contracts and managing of them at the County level. Mitchem gave an update regarding grants and the museum.

Councilmember Fawaz commented about employee ID cards.

5. Current Business:

a. Discuss/Approve Partnership with Siskiyou County Public Health Providing Mobile Health and Outreach Services to the Community Members in Etna.

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

Ayes: Stacher, Gilmore, Munson, Deppen, Fawaz

b. Recognition of Clint Whitchurch as the City of Etna Fire Chief.

Mayor Cliff Munson swore in Clint Whitchurch as the new Etna Fire Chief.

c. Discuss/Approve Fire Department Purchase of \$4,509.80 for Parts to Repair Engine 1411.

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

Ayes: Stacher, Gilmore, Munson, Deppen, Fawaz

d. Discuss/Approve Siskiyou County Transportation Agency Stage Joint Powers Agreement (JPA.)

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

Ayes: Stacher, Gilmore, Munson, Deppen, Fawaz

e. Discuss/Approve Personnel Policies City Administrator, Personnel Rules and Policies for City Staff.

City Manager Jeff Mitchem explained that this item is an introduction and for review, not for action.

6. City Council Statements and Requests:

Councilmember Gilmore requested to discuss the City Facebook page and the City Pool Facebook page at the next meeting. Gilmore would also like an update on the Coupland well agreement, and an update on the pool grant budget.

Councilmember Fawaz commented on recognition of the previous Fire Chief Alan Kramer and his years of service, more discussion.

City Council also requested recognition of Ryck Kramer and his years of service for the next agenda.

7. CLOSED SESSION:

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

1. Federal Home Loan Mortgage vs. City of Etna

The City Council had no reportable action.

b. Pursuant to Government Code §54959(b) Personnel Matters – Public Employee Performance Evaluation

1. Ambulance Director

2. Fire Chief

The City Council had no reportable action.

8. Adjournment:

There being no further business Mayor Cliff Munson adjourned the meeting at 8:15 pm.

Respectfully submitted,

Jenny Bennett
Asst. City Clerk