



MINUTES
REGULAR MEETING OF THE ETNA CITY COUNCIL
Monday August 25, 2025

Members of the Etna City Council met on the 25th day of August in person and 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

Council members Brandon Fawaz, Jason Deppen, Mayor Cliff Munson, and John Stacher were present. Councilmember Charnna Gilmore was absent.

2. Public Comments on Non-Agenda Items:

Audience member Jan Boehle expressed concerns about Dick Short's transportation needs and wondered if the city could help.

Audience member Jan Corrigan shared comments about the speeding issues on Main Street and requested something to be done about it.

3. Consent Calendar:

a. Minutes of the Regular Meeting July 28, 2025

b. Invoice Approvals

Councilmember Stacher made a motion to accept the Consent Calendar, Councilmember Fawaz seconded, and the motion passed.

Ayes: Fawaz, Deppen, Munson, Stacher

4. PUBLIC WORKSHOP

a. City of Etna General Plan Safety Element Update – Mayor Munson opened the public workshop for comments at 6:33 pm.

City Planner Richard Tinsman (Zoom) gave the Council and audience a background on the General Plan Safety Plan Element update. Councilmember Fawaz asked about the topics that don't apply to the city. More discussion regarding fire safety around the area. No comments from the public.

Mayor Munson closed the public workshop at 6:44 pm.

5. Current Business:

Mayor Munson switched item "i" with item "a"

a. Discuss and Possible Action Regarding Filling Vacancy Due to Resignation of Charnna Gilmore from City Council

City Attorney Andrew Jared (Zoom) explained that Mayor Pro-Tem Gilmore emailed Mayor Munson her resignation from the City Council after the last regular meeting (July). Jared explained the options to the Council. The seat can either be appointed,

or the vacant seat can go to an election for June 2026 and would be filled until the next election November 2026 to expire in 2028 which would be costly. Filling the seat by appointment is the recommendation allowing time to advertise for candidates to fill out an application.

Councilmember Fawaz made a motion to take the option of appointment for the vacant councilmember. Councilmember Deppen seconded, and the motion passed.

Ayes: Stacher, Munson, Deppen, Fawaz

Councilmember Fawaz made a motion to accept applications for the vacant City Council position through close of business September 18th and with interviews to be held at the regular city council meeting on September 22nd. Councilmember Deppen seconded, and the motion passed.

Ayes: Stacher, Munson, Deppen, Fawaz

Mayor Munson directed the clerk to advertise for the vacant seat.

b. Discuss/Approve 2021 Audit

City Auditor Charlie Pillon presented the 2021 Audit to the Council and audience. Pillon explained specific fund balances. Pillon emphasized that the COPS fund should not carry forward a surplus balance. Discussion regarding payroll calculations and quarterly tax reports have been done incorrectly and the city's plan to correct them. Councilmember Deppen made a motion to approve the 2021 Audit. Councilmember Stacher seconded and the motion passed.

Ayes: Stacher, Munson, Deppen, Fawaz

c. First Reading of an Ordinance and Urgency Ordinance 228 to Designate Fire Hazard Severity Zones, and Amend Section 15.16.010 of the Etna Municipal Code Regarding Very High Fire Hazard Severity Zones

City Attorney Andrew Jared explained the requirement from the state to adopt this ordinance. Discussion regarding evacuation zones, fire insurance increases, building regulations, and not having a voice. Councilmember Stacher asked what happens if the city does not adopt the ordinance. If the city does not adopt the ordinance, then it would be out of compliance with state law and risk not qualifying for grants, and potential liability – loss of state funding for jurisdictions that do not participate in adopting the ordinance. Potentially the state could take legal action to enforce. First reading – no action taken.

d. Discuss/Approve Drafting a Letter Opposing SB79

Discussion about SB79 not affecting the City of Etna directly and concerns about state overreach. Councilmember Stacher made a motion that the city drafts a letter opposing SB79. Motion died for lack of second. Council Fawaz added that if there are any future changes made to SB79 he would like to review them.

e. Discuss/Approve Veterans Day Parade to be Held November 8, 2025

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

Ayes: Stacher, Munson, Deppen, Fawaz

f. Discuss/Approve Memorandum of Understanding (MOU) Between the City of Etna and Scott Valley Unified School District for Police Services

Mayor Munson requested more documentation in the MOU about number of meetings. Councilmember Stacher made a motion to accept the MOU between Scott Valley Unified and the city for police services. Councilmember Deppen seconded, and the motion passed.

Ayes: Stacher, Munson, Deppen, Fawaz

g. Discuss/Approve Recent Strike Team Assignment Pay and Processing of Payments

Fire Chief Clint Whitchurch and Ambulance Director Teresa Arrwood gave a brief report on strike team assignments. Whitchurch requested that the strike team revenue go into the fire department fund. The fire department fund will pay the city a portion relating to admin fees. Clerk Eastlick will meet with Chief Hess from Fort Jones to discuss strike team revenue allocation and report back at the next regular council meeting. No action taken.

h. Discuss Fixed Costs to Operate the Dotty Olson Community Pool

Clerk Eastlick presented a pool budget that only showed fixed costs to have a pool without operating it. Fixed costs to the city are approximately \$30,000. No action taken.

i. Discuss/Approve Councilmember Commissions and Temporarily Reassign

Councilmember Fawaz made a motion to postpone this item until the vacant seat is filled. Councilmember Stacher made a motion to nominate Fawaz as Mayor Pro Tem. More discussion. The Council nominated Fawaz to be Mayor Pro Tem. Councilmember Deppen seconded the motion to postpone this item until the next regular meeting.

Ayes: Stacher, Munson, Deppen, Fawaz

6. Department Reports:

The pool manager provided an end of the season pool report in the meeting packet. Building and grounds maintenance is a future concern.

Police Chief Josh Short provided stats in the meeting packet. Chief Short reported that his department has been busy addressing speeding concerns throughout town. They have been moving their speed trailer to different locations. Councilmember Stacher asked about flashing speed signs and costs. Chief Short is researching ways to conduct speed surveys. Discussion on speed limit signs throughout the valley and Yreka.

Public Works Director Dan Burbank reported that they have been working on chip sealing. Burbank will work on replacing missing signage around town. They have been working on invoicing for water usage for the fire camp. Burbank would like to research attaching an admin fee for the next fire season. Timber Works was the lowest bidder for the treatment plant project. City Engineer Morgan Eastlick will have more information at the next regular meeting regarding the project.

Fire Chief Clint Whitchurch reported that they are working on Engine 1411 which may have major mechanical repairs needed. More discussion regarding the specific engine and repairs.

Ambulance Director Teresea Arrwood provided a written report in the meeting packet. Arrwood explained that the ambulance has not been able to go out on a strike team assignment because of where they are on the list.

City Clerk Pamela Eastlick reported that the DWR grant is closed out. She has been working on the 2021/2022 audit. There are several training courses coming up through Tyler Tech for the new software upgrade. Councilmember Stacher asked about the T-Mobile grant, Eastlick has no information about the grant.

7. City Council Statements and Requests:

None.

8. Closed Session: The City Council will recess to Closed Session to discuss the below items(s). At the conclusion of the Closed Session, Open Session will be reconvened and reportable action, if any, will be announced. Announcement of any action taken by the City Council in Closed Session required by the Ralph M. Brown Act (Government Code §54950 et. Seq.)

a. Public Employment (Pursuant to Government Code §54957)

1. Ambulance Department – Driver

The City Council unanimously approved hiring an ambulance driver volunteer for the department.

9. Adjournment:

There being no further business, Mayor Cliff Munson adjourned the meeting at 8:20 pm.

Respectfully submitted,

Jenny Bennett
Asst. City Clerk