



MINUTES
REGULAR MEETING OF THE ETNA CITY COUNCIL
Monday July 10, 2023

Members of the Etna City Council met on this 10th day of July, via TELECONFERENCE. Mayor Cliff Munson called the meeting to order and lead in the flag salute to the United States of America.

Roll Call:

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

Oral Comments from the Public on Non-Agenda Item:

Audience member Chris Gentry requested a few items to be placed on the agenda for the next meeting. Gentry expressed concerns regarding sidewalk encroachment issues, also people living in RVs. Council member Deppen would like to review the section in the Municipal Code that covers these topics at the next regular meeting.

Audience member Rick Kramer spoke about Albert and Valeda Facey being great people of the community for many years. Kramer also spoke about the City foreclosing on their property and them being 90 years old and not deserving to be forced to relocate. Kramer urged the Council to consider their situation.

Audience member Jackie Leary commented on the pool. Leary and other elderly women pay \$3.00 each per day to utilize the pool for exercise/water aerobics. They were asked to use a different area of the pool and were limited to only Tuesday and Thursdays rather than Monday, Wednesday, and Fridays. Leary explained that they also need more access to the shallower areas. Council member Deppen would like this item on the agenda for the next meeting to discuss further.

Consent Calendar:

- Invoice Check Register
- Minutes of the Regular Meeting June 12, 2023
- Minutes of the Regular Meeting June 26, 2023
- Resolution 2023-008 – A Resolution of the City Council of the City of Etna Establishing Firefighter Pay for Strike Team Response

Council member Gilmore asked about the budget being on the agenda for this meeting with the approved amendments. Eastlick explained that the approved budget with amendments will be on the next agenda for the July 24, 2023, meeting.

Council member Deppen moved to approve the Consent Calendar, council member Stacher seconded, and the motion passed.

Ayes: Deppen, Munson, Gilmore, Stacher

Council/Department Reports:

Mayor Munson would like the department reports submitted for every second meeting of the month.

Current Business:

Discuss/Approve Friends of the Library Designating Two Parking Spots for Library Staff, and Painting Section In Front of Library for Library Parking. Anne Kramer, representing Friends of the Library, gave a background about the two requests. Police Chief Josh Short will review the ordinance that discusses public parking. Public Works Director Dan Burbank has ordered signs that say "Library Parking" that he is planning to install soon. No action taken.

Discuss/Approve Creating a City of Etna Utility Position for Multiple Departments. No action taken.

Discuss/Approve City Credit Card Purchase Policy and Return Them to Department Heads. Council member Stacher gave a background on this item and the Council discussed the process of turning in receipts and monitoring spending. Eastlick shared concerns with credit card abuse and unexplained charges. Mayor Munson stated that the receipts need to be turned in immediately. More discussion on credit card use. Fire Chief Alan Kramer stated that the credit card is used to purchase fuel and a tire if needed when they are on a strike team assignment. Chief Short commented on this item as well. Burbank feels that the checks and balances are in place and the card should only be used by department heads. More discussion. Council member Deppen moved to approve returning the credit cards to the department heads for one month, then amended his motion to six months to see how it goes, Council member Gilmore seconded, and the motion passed.

Ayes: Deppen, Munson, Gilmore, Stacher

Discuss/Approve City of Etna Employee Contract for Outside Assignments. Council member Deppen moved to approve passing the resolution establishing firefighter pay and strike team response, Stacher seconded, and the motion passed unanimously.

Discuss/Approve Changing Ambulance Shift Coverage From Stipend Pay to an Hourly Pay. Ambulance Director Teri Arrwood explained that changing the pay to a \$5.00 per hour rate would be consistent with the Police Department on call pay and the salary schedule. Council member Deppen made a motion to change the pay from stipend to hourly, Gilmore seconded, and the motion passed.

Ayes: Deppen, Munson, Gilmore, Stacher

Council member Stacher acknowledged the ambulance staff for EMT day.

Discuss/Approve Classifying the Ambulance Director as a 40 Hour Per Week Salaried Employee. This item was approved at the budget meeting. No action taken.

Discuss/Approve Required/Preferred Qualifications for Assistant Ambulance Director Position. Director Arrwood provided a background on this item. Council member Gilmore moved to approve the position update with the changes as presented by Teri, Stacher seconded. A copy with the changes will be sent to the Clerk. The motion passed.

Ayes: Deppen, Munson, Gilmore, Stacher

Discuss/Approve Changing Ambulance Supervisor Position to Assistant Ambulance Director at a \$24.00 Per Hour Pay Rate. Council member Deppen moved to approve, Gilmore seconded, and the motion passed unanimously.

Discuss/Approve Pay Rate for Ambulance Driver, Ambulance Standby, and Ambulance Training to \$1.00 Above Minimum Wage. Council member Deppen made a motion to approve, Stacher seconded, and the motion passed unanimously.

Ayes: Deppen, Munson, Gilmore, Stacher

Discuss/Approve Update and/or Proposed Changes to the City Salary Schedule. Council member Stacher asked for more clarification on pay rate steps and what a new hire would start at if experience is considered. More discussion on longevity raises specifically with the City Clerk since she was previously hired as the Clerk and then brought back again. Mayor Munson explained that employee evaluations will be a factor in a pay increase. Further discussion. Chief Kramer pointed out that the fire secretary position was omitted from the salary schedule and needs to be put in. The secretary makes \$150.00 per month. Council member Deppen asked how many hours the secretary works a month to be sure the pay is comparable. Mayor Munson requested Eastlick to put the fire secretary in the salary schedule. Chief Short asked about longevity pay. Eastlick explained that the longevity pay will be revisited in 2024-2025. Eastlick will add all positions to the salary schedule including pool personnel.

Review Transient Occupancy Tax Ordinance (TOT) and TOT Form. Council member Deppen is concerned that not everyone that operates an Airbnb is on the City's list. The Council and staff discussed TOT reporting and how to better collect the tax from the short-term rental operators. Audience member Chris Gentry commented on this topic. Chief Short explained his concerns with officer safety and Airbnb's. More discussion on TOT tax. Eastlick clarified that a business license is required to operate a short-term rental. Deppen discussed sending a newsletter with this information to be included with the next water bill. Stacher referenced the City of Redding designating a percentage of houses/sections allowed to be short-term rentals. Discussion on shortage of houses available for rentals in city limits. Gentry commented on market saturation and there may be more houses coming up for rentals. Gentry also pointed out the number of vacant houses throughout town which should be looked at. Discussion on vacant houses and code enforcement issues. Council directed Eastlick to draft a letter to be sent to the short-term rental operators that are not in compliance, and have the letter reviewed by the attorney.

CORRESPONDENCE:

Eastlick reminded the Council about the LOLA Dinner Wednesday July 12th at the park. The Council thanked Eastlick for her work on putting this event together.

CITY COUNCIL STATEMENTS AND REQUESTS:

The Council requested the items that Chris Gentry mentioned be put on the agenda for the next meeting in addition to the pool issue, the letter to be sent to non-compliant short term rental operators, the budget, and the credit cards.

Closed Session:

- Pursuant to Government Code §54956.9 – Pending Litigation – 056-261-060-000 Foreclosure
- Pursuant to Government Code §54957(e) – Employee Discipline/Dismissal Release

The City Council began the Closed Session at 8:00 pm. No reportable action for both items.

Adjournment

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

Respectfully submitted,

Jenny Bennett
Asst. City Clerk