

**MINUTES**  
**REGULAR MEETING OF THE ETNA CITY COUNCIL**  
**Tuesday January 2, 2018**

Members of the Etna City Council met on this 2<sup>nd</sup> day of January 2018, at the Etna City Council Chambers. Mayor Ryberg called the meeting to order and led in the salute to the flag of the United States of America.

**Roll Call**

Council members Lori Fleck, Mayor Erik Ryberg, and Mitch Trost were present. Council members Kyle Peterson, and Jaime Tarne were absent.

**Oral Comments from the Public on Non-Agenda Item**

None

**Consent Calendar**

Minutes from the Regular Meeting December 18, 2017, and the Check Register were presented for approval. Trost moved to approve the Consent Calendar, Fleck seconded and the motion passed 3-0 with Fleck, Ryberg, and Trost voting yes.

**Current Business**

Discuss/Approve putting a three-way stop at the corner of Main Street, and Diggles. Cate Trost addressed the council with concerns regarding this intersection and how dangerous it is, especially with the two new establishments. Mayor Ryberg agreed that it is a dangerous intersection due to having to creep out far into the street in order to make sure it is clear to make your turn. Mayor Ryberg also made the point that putting a three-way stop at this intersection could potentially make the area more dangerous. Police Chief Josh Short gave input on this item and stated that it is a very long process to make such changes to streets, and explained that you can't simply put a stop sign up wherever you want. No action was taken on this item at this time other than Mayor Ryberg agreed to make contact with the California HWY Dept. to find out more information.

Discuss/Approve new hires Kristen Sellmer, and Jacob Howard for the Etna Fire Department. Fire Chief Alan Kramer requested council approval to hire two new volunteer firefighters for the Etna Fire Department. Fleck moved to approve the two new hires, Trost seconded and the motion passed 3-0 with Fleck, Ryberg, and Trost voting yes.

Discuss/Approve hiring Clint Whitchurch as a new Etna Reserve Officer. Chief Short requested council approval to hire Clint Whitchurch as an Etna Reserve Officer. Council member Fleck expressed some concern due to Clint Whitchurch also being a city employee for the Etna Ambulance, and does not want there to be any interference with his current job. Chief Short assured her that there would be no interference/conflict between the two positions, and gave further explanation. Trost moved to approve hiring Clint Whitchurch as an Etna Reserve Officer, Fleck seconded and the motion passed 3-0 with Fleck, Ryberg, and Trost voting yes.

Discuss/Approve adoption of the new rental agreement for the Etna Park, and the Etna pool. Mayor Ryberg brought to the council the final draft for the rental agreements for both the

park, and pool, and requested council approval with the omission of the council chambers in the rental contract. Trost moved to accept the final drafts of the Etna Park, and pool rental contracts, Ryberg seconded and the motion passed 3-0 with Fleck, Ryberg, and Trost voting yes.

### **Council Statements and Requests**

None

### **CORRESPONDENCE**

### **Adjournment**

There being no further business; the meeting was adjourned at 7:30 pm.

Respectfully Submitted,

Sarah Griggs

City Clerk

**MINUTES**  
**SPECIAL MEETING OF THE ETNA CITY COUNCIL**  
**Friday January 5, 2018**

Members of the Etna City Council met on this 5<sup>th</sup> day of January 2018, at the Etna City Council Chambers. Mayor Ryberg called the meeting to order and dispensed with the flag salute.

**Roll Call**

Council members Lori Fleck, Kyle Peterson, Mayor Erik Ryberg, Jaime Tarne, and Mitch Trost were present.

**Oral Comments from the Public on Non-Agenda Item**

None

**Current Business**

Discuss/Approve resignation of EMT Clint Whitchurch. Ambulance Director Carrie Cummings explained to the council that Clint Whitchurch has recently resigned from the Ambulance Department. Council member Lori Fleck asked if there were any other applicants, and questioned if the city should fly the position. The council, and Cummings recommends choosing from the previous/existing alternate list for potential candidates for the position. Tarne made a motion to pick from the alternate list, and bring the request to hire back to the council for approval. Trost seconded and the motion passed 5-0 with Fleck, Peterson, Ryberg, Tarne, and Trost voting yes.

Council member Fleck moved to approve accepting the resignation of EMT Clint Whitchurch, Peterson seconded and the motion passed 5-0 with Fleck, Peterson, Ryberg, Tarne, and Trost voting yes.

Discuss upcoming public hearing on possible contract agreements or proposals to be utilized by other entities to use the City of Etna for specialized services. Police Chief Josh Short explained the proposal for Fort Jones to utilize the City of Etna's police services, and to hire more officers to be able to cover the necessary services required from Fort Jones. The council discussed in detail about costs associated with this proposal, and are concerned with costs that Etna may incur. The council would like to make sure that the City of Fort Jones will be covering all costs associated with this type of proposal. Chief Short mentioned grants that could potentially help with offsetting some potential costs. Chief Short will prepare a detailed proposal that will cover all costs, and bring it back for council review. This item will be on the agenda for the next Regular Council Meeting for public comments and questions.

**Council Statements and Requests**

**CORRESPONDENCE**

**Adjournment**

There being no further business; the meeting was adjourned at 11:06 am.

Respectfully Submitted,

Sarah Griggs

City Clerk

**MINUTES**  
**SPECIAL MEETING OF THE ETNA CITY COUNCIL**  
**Friday January 12, 2018**

Members of the Etna City Council met on this 12<sup>th</sup> day of January 2018, at the Etna City Council Chambers. Mayor Ryberg called the meeting to order and dispensed with the flag salute.

**Roll Call**

Council members Lori Fleck, Kyle Peterson, Mayor Erik Ryberg, and Mitch Trost were present. Council member Jaime Tarne was absent.

**Oral Comments from the Public on Non-Agenda Item**

None

**Current Business**

Discuss/approve current policies and procedures within the city including Employee Handbook overview, and updates. Police Chief Josh Short requested the council and staff to review some sections in the Employee Handbook, one being "Holliday Pay," and its wording. Police Chief Short also addressed a few concerns regarding overtime pay. The council and staff discussed a few updates that need to be added in the handbook.

**Council Statements and Request**

**CORRESPONDENCE**

**Adjournment**

There being no further business; the meeting was adjourned at 10:26 am.

Respectfully Submitted,

Sarah Griggs

City Clerk

**MINUTES**  
**REGULAR MEETING OF THE ETNA CITY COUNCIL**  
**Tuesday January 16, 2018**

Members of the Etna City Council met on this 16<sup>th</sup> day of January 2018, at the Etna City Council Chambers. Mayor Ryberg called the meeting to order and led in the salute to the flag of the United States of America.

**Roll Call**

Council members Lori Fleck, Kyle Peterson, Mayor Erik Ryberg, Jaime Tarne and Mitch Trost were present.

**Oral Comments from the Public on Non-Agenda Item**

None

**Consent Calendar**

Minutes from the Regular Meeting January 2, 2018, and the Check Register were presented for approval. Peterson moved to approve the Consent Calendar, Trost seconded and the motion passed 5-0 with Fleck, Peterson, Ryberg, Tarne, and Trost voting yes.

**Current Business**

Discuss/Approve replacing the Etna Museum door. Vinnie McNeil from Native Daughters of the Golden West requested council approval to replace the museum door, and cover the costs associated with it because it is a city building. Council member Fleck would like to make a motion to approve replacing the door pending funding, and to see if the Public Works Department can provide the labor to complete the project. Tarne seconded and the motion passed 5-0 with Fleck, Peterson, Ryberg, Tarne, and Trost voting yes.

Discuss Siskiyou Arts Council Programs, Services, and Initiatives. Lugene Whitley, Executive Director of the Siskiyou Arts Program, presented information to the council about the Siskiyou Arts Programs, and its Services.

Discuss/Approve 10<sup>th</sup> Annual Mike Schweitzer Challenge. Denice Edgar requested council approval for this annual event. Fleck moved to approve the Mike Schweitzer Challenge, Trost seconded and the motion passed 5-0 with Fleck, Peterson, Ryberg, Tarne, and Trost voting yes.

Discuss/Approve hiring Emily Travis as a temporary full time paramedic while Ambulance Director Carrie Cummings is on leave. Travis will be filling in for Cummings. Fleck moved to approve hiring Emily Travis as a temporary full time paramedic to cover Cummings's leave, Peterson seconded and the motion passed 5-0 with Fleck, Peterson, Ryberg, Tarne, and Trost voting yes.

Discuss/Approve hiring Mike Slay as a full time EMT. Ambulance Director Carrie Cummings is requesting approval to hire Mike Slay as an EMT for the department. Cummings, and Fleck met with Mike Slay and he expressed interest in the position. Fleck moved to approve

the new hire, Peterson seconded and the motion passed 5-0 with Fleck, Peterson, Ryberg, Tarne, and Trost voting yes.

Discuss/Approve proposal to expand Etna Police Department for services for the Town of Fort Jones. Police Chief Josh Short brought this item up for review again, and is requesting council approval to move forward with developing a proposal for the expansion of the Etna Police Department, and also asked for public input, etc.

Regina Hannah, principal of Etna High School, represented other school district staff members, and expressed her and their interests in pursuing this police “partnership” due to having two Scott Valley schools located in Fort Jones.

Sherriff John Lopey addressed the council and audience, and gave an overview of what exactly this type of contract would entail. Sherriff Lopey gave details on costs, coverage, mileage, equipment costs, personnel costs, among many other factors to consider. Sheriff Lopey strongly encouraged the city to do their homework, and make sure that all costs are covered. The council and various audience members continued to ask questions regarding the current Sheriff contract with Fort Jones, and the potential contract for Etna and Fort Jones. The council would like more information on this topic in order to make a decision. Tarne moved to approve Chief Short to develop a proposal with Fort Jones and gather more information on financial impacts etc. Trost seconded and the motion passed 4-1 with Fleck, Ryberg, Tarne, and Trost voting yes, and Peterson voting no.

### **Council Statements and Requests**

Written reports included in the packet. Council member Fleck reminded the council about the next LOLA meeting that will be coming up.

Mayor Ryberg informed the council that there will be financials included in the packet for the next council meeting.

## **CORRESPONDENCE**

### **Adjournment**

There being no further business; the meeting was adjourned at 8:30 pm.

Respectfully Submitted,

Sarah Griggs

City Clerk

**MINUTES**  
**REGULAR MEETING OF THE ETNA CITY COUNCIL**  
**Monday February 5, 2018**

Members of the Etna City Council met on this 5<sup>th</sup> day of February 2018, at the Etna City Council Chambers. Mayor Ryberg called the meeting to order and led in the salute to the flag of the United States of America.

**Roll Call**

Council members Lori Fleck, Kyle Peterson, Mayor Erik Ryberg, Jaime Tarne and Mitch Trost were present.

**Oral Comments from the Public on Non-Agenda Item**

An audience member mentioned that the light on the flag pole is not working.

**Consent Calendar**

Minutes from the Regular Meeting January 16, 2018, Minutes from the Special Meetings January 5, 2018, and January 12, 2018, and the Check Register were presented for approval. Peterson moved to approve the Consent Calendar, Fleck seconded and the motion passed 5-0 with Fleck, Peterson, Ryberg, Tarne, and Trost voting yes.

**Current Business**

Discuss/Approve closing Main Street for a Music Festival Fundraising event for June 23, 2018. Adam Sizemore addressed the council and requested permission to close Main Street for this event, and explained that the event will be very similar to 'Jammin on Main'. The council took no action at this time, and would like this item to be brought forward again with show of insurance coverage for the event.

Discuss/Approve placing a plaque on City Hall explaining the history of the building. Barbara Coatney was not present at the meeting, no action taken.

Discuss/Approve converting the end safety zones on Main Street and 1-2 parking spaces changed into "parklets." Megan Peterson addressed the council with a design for parklets to be built on the corner of Main and Diggles, and Main and Collier. According to Peterson this would be beneficial to everyone in Etna by adding extra safety, and appeal for pedestrians on Main Street. Councilmember Fleck questioned who would be responsible for the building, and maintenance that this project will require. Councilmember Tarne suggested that the appropriate ordinances need to be researched/reviewed before consideration for this project to see what, if any changes will need to be made. The council decided that more information is needed from the City Attorney, and City Engineer in order to move forward from this point. No action was taken, this item will be brought forward again at the next meeting with more information.

Discuss/Approve resignation of Dotty Olson Community Pool Manager Tammi Bennett. Pool Commissioner Jaime Tarne explained to the council that recently Tammi Bennett resigned as Pool Manager due to personal reasons, and is requesting approval of her resignation. Fleck moved to approve resignation of Pool Manager Tammi Bennett, Trost seconded and the motion passed 5-0 with Fleck, Peterson, Ryberg, Tarne, and Trost voting yes.



Discuss/Approve hiring process of new Dotty Olson Community Pool Manager. Tarne explained to the council that she and City Clerk Sarah will be working on the announcement for the open position, and getting it posted. Fleck moved to approve working on the announcement, and getting the position filled soon, Peterson seconded and the motion passed 5-0 with Fleck, Peterson, Ryberg, Tarne, and Trost voting yes.

Discuss status of City Website. Councilmember Trost would like an update on the status of the City Website. Mayor Ryberg explained that he recently spoke with John McGonagall regarding the website and he is waiting on needed information for the website from the council. Discussion item only, no action taken.

Discuss/Approve reinstatement of Etna Fire Department members Brooklyn Tupman, and Talon Baldwin. Fire Chief Alan Kramer requested council approval to reinstate two firefighters that have previously been on the Fire Department. Fleck moved to approve reinstating Brooklyn Tupman, and Talon Baldwin to the Etna Fire Department, Trost seconded and the motion passed 5-0 with Fleck, Peterson, Ryberg, Tarne, and Trost voting yes.

### **Council Statements and Requests**

Councilmember Kyle Peterson gave a report on what the Public Works Department is currently working on, and upcoming projects such as the Little League Field and maintenance.

Councilmember Lori Fleck requested to review the sewer contract we have with Don McCloud. Also, Fleck informed the council that the owner of the Etna Diner is selling, and she would like a copy of the spreadsheet that contains the EDBG payments made to the city.

City Clerk Sarah Griggs provided updated city financial reports for the council's viewing, and questions.

Councilmember Trost mentioned that Dan Burbank recently had the inmate crew do some work up at the park.

Mayor Ryberg explained that he had someone review the area where there are proposed stop sign placements. Mayor Ryberg will be doing more research.

### **CORRESPONDENCE**

### **Adjournment**

There being no further business; the meeting was adjourned at 9:00 pm.

Respectfully Submitted,

Sarah Griggs

City Clerk

**MINUTES**  
**REGULAR MEETING OF THE ETNA CITY COUNCIL**  
**Tuesday February 20, 2018**

Members of the Etna City Council met on this 20<sup>th</sup> day of February 2018, at the Etna City Council Chambers. Mayor Ryberg called the meeting to order and led in the salute to the flag of the United States of America.

**Roll Call**

Council members Lori Fleck, Kyle Peterson, Mayor Erik Ryberg, Jaime Tarne and Mitch Trost were present.

**Oral Comments from the Public on Non-Agenda Item**

None

**Consent Calendar**

Minutes from the Regular Meeting February 5, 2018, and the Check Register were presented for approval. Peterson moved to accept the Consent Calendar, Trost seconded and the motion passed 5-0 with Fleck, Peterson, Ryberg, Tarne, and Trost voting yes.

**Current Business**

Discuss/Approve Collier ADA Ramp & Sidewalks Project. City Engineer Morgan Eastlick requested council approval for the project to go out for bid, and approval for the Categorical Exemption for the RSTP funded ADA curb ramp sidewalk installation project. Eastlick shared with the audience the locations of the proposed ramps and sidewalks for the STAGE bus pick-ups/drop-offs. The council would like to review the Categorical Exemption before approving it, but agreed to approve the project to go out for bid. Fleck moved to table this item for the next council meeting, Tarne seconded and the motion passed 5-0 with Fleck, Peterson, Ryberg, Tarne, and Trost voting yes.

Discuss/Approve placing a plaque on the City Hall building presenting the history of the building. Barbara Coatney, representing the Lions Club requested council approval to design a plaque that details the history of the building and place it on the building. The council would like to see a draft design, and also review the information that will be presented on the plaque before they take any action. No action was taken.

Discuss/Approve putting in a Community Garden next to the parking lot at the Dotty Olson Community Pool. Kristen Sellmer from the Scott Valley Water Shed Council, and the Citizen Group explained to the council that the group would like to develop a self-funded Community Garden managed, and maintained by volunteers. Sellmer described the group's objectives for the garden, and would like the location of the garden to be in the "grass area" between the closest residence and the parking lot at the pool. Councilmember Trost stated that the proposed area gets heavily used during the summer, and especially during swim competitions. Councilmember Tarne expressed her concerns with the project due to the pool going fully solar in the future, and explained that the already limited space will need to be utilized for the solar panels, and all necessary equipment. Councilmember Peterson would like

this idea to be explored further because of the unattractiveness of the area. Sellmer stated that the group is open to another available space. Various audience members gave suggestions of potential locations for the garden, and also shared some of what they have learned regarding solar. Peterson made a motion for Councilmember Tarne, and Mayor Ryberg to head a committee to work with Kristen Sellmer in order to successfully locate and develop a Community Garden and bring any potential decisions to be made back to the council for approval. Councilmember Fleck seconded and the motion passed 5-0 with Fleck, Peterson, Ryberg, Tarne, and Trost voting yes.

Discuss/Approve Jammin' On Main street closure August 3, 2018. Megan Peterson requested council approval for the 2018 Jammin' On Main event to be on Friday August 3<sup>rd</sup>. Councilmember Trost moved to approve the Jammin' On Main event scheduled for August 3, 2018, Councilmember Tarne seconded and the motion passed 5-0 with Fleck, Peterson, Ryberg, Tarne, and Trost voting yes.

Discuss presentation of the safety elements, and guidelines that have been implemented in other parklets to ensure they are a safe addition to the street, and hand over guidelines to the City Engineer. Mayor Ryberg gave the audience a background on how the parklets idea, and stop sign idea came about. Ryberg explained the safety issues, and concerns with the Diggles and Main Street intersection, and also reminded the audience that parking spot closest to the fire hydrant will have to be removed regardless.

Megan Peterson addressed the council and the audience stating that she is not on a mission to close down Main Street, and destroy downtown Etna and her goal is to preserve Etna and create a vibrant downtown despite some of the rumors she has heard. Peterson also reminded the council that she attended a workshop in the past that a previous council approved paying for in order to learn more about how to create a "vibrant community." Councilmember Fleck commented that we can be against an idea, but we do not need to "kill the author, or the messenger." Councilmember Tarne added that the word "parklet" may be confusing to some people. Audience member, and owner of Wildwood Crossing, Tammy Dean clarified that she is not against the parklet idea, but expressed her frustration with the council and their lack of communication with the community and the business owners. Peterson provided the council with the information regarding safety feature descriptions that she was tasked to gather from other cities. Peterson went into detail explaining these specific safety features, and all of the benefits of having parklets in the downtown area. Peterson also researched case studies from smaller communities similar to Etna and shared her findings.

Amanda Schmalenburger, President of the Scott Valley Chamber, explained that she too attended the same workshop Megan Peterson did in the past which taught about sustainable growth in small communities. Schmalenburger learned from the workshop that creating a "sense of space" promotes people to stay/linger and spend money in local shops, and having parklets boosts the local commerce. An audience member asked about parking, Schmalenburger replied that people will find a spot, and maybe more parking can be developed.

Audience member Lea Van De Water commented in favor of the parklets. Van De Water stated that the city has an opportunity here to "foster community development," and she sometimes wishes that there were more places to sit and visit. She also expressed her support for the stop sign idea located on Main Street and Diggles.

Audience member David Christ, representing the Blake Apartments, explained that there are nine apartments, and three business fronts located in the building, and the loss of parking spots will be detrimental to the building. Christ also pointed out that on his way to the meeting he counted seven park benches on the sidewalks with no one sitting on them. Christ also stated that the 400 block section is a thriving business area, and removing parking spaces will take away from those thriving businesses.

Audience member Gareth Plank explained that vibrant communities have a comprehensive plan, and parklets. Plank also commented on the spots closest to the stop sign in front of Wildwood and stated he will not park there due to issues from backing out. Plank applauded Megan Peterson for coming up with something different to make an attractive downtown.

Audience member Deb Behm from Paystreak, and Lance Banks, Marketing Manager from the Denny Bar, expressed that they are in favor of the parklets, but Behm would like a parklet to be located at Denny Bar. Behm explained that she would not like to lose any more parking than she has to. Banks stated that the Denny Bar is willing to entertain the idea of a parklet in front of Denny Bar, and they are in favor of the parklets and their proposed locations.

Audience member Shellie Whipple asked if the parklets are intended to resolve any safety issues, council stated no. Councilmember Peterson asked that since there is already parking spaces that will have to be removed due to the fire hydrant, what can be used for the empty space. Councilmember Tarne explained that there is a city ordinance in place that states that a vehicle cannot be placed within 22 feet of any intersection in the Business District, and we are currently not complying with our ordinance. Audience member David Christ responded that there has not been any accidents at that intersection, and suddenly it is now a safety issue. Whipple stated that safety should be priority, and fighting for parking can be difficult for some community members.

Audience member Davie Martin, owns Martin's Experienced Items, asked if the council has already made a decision regarding parklets. Councilmember Fleck responded that the sidewalks are the responsibility of the building owner, and that the council seems to think that the city is responsible for the sidewalk, and has no jurisdiction in developing the parklets. Fleck stated that the development, and maintenance will belong to the building owner, and she does not want city monies to go towards the parklet construction, and in her opinion city monies can be better spent where it is needed most. The council disagreed with Fleck. Martin asked who will be responsible for the construction, and maintenance of the parklets. Councilmember Peterson explained that the parklet idea was brought to the council two weeks ago, and at that time the council felt that it had enough merit to continue the conversation, and asked Megan Peterson to conduct the research on the idea. Mayor Ryberg explained that the council does not make decisions and then have meetings about it, and the parklets are up for discussion because parking spaces will be lost for legal reasons and it may be worth it to utilize the lost spaces for something else. Mayor Ryberg explained his interpretation that the owner of Wildwood, and the owner of Paystreak are opposed to the parklets, and it sounds like those two business owners would prefer to have blank parking spaces. Tammy Dean stated again that she is not opposed to the parklets, however she disagrees with how the council communicates and gets information out there, and explained that business owners are just now learning about these parklets. Councilmember Tarne asked for a suggestion on how to improve the communication, the audience responded that

business owners would like to be informed if a topic can potentially effect/or involve their business.

Tammy Dean also expressed her concerns with the intersection located at Wildwood, (Collier and Main Street.) Dean witnesses “California Stops” daily, homeless people frequenting the area, people living in spaces where they should not be, etc. Dean stated that there is a lack of enforcement on these issues, and money should be spent on things that are more important. Councilmember Fleck recommended taking out the spots that need to be taken out for now, and see how that goes, and she also encouraged city employees, business owners to not park in front of the business/Main Street. Councilmember Tarne mentioned that the last time she was in Ashland she noticed there was a bump out/parklet and she took pictures of it. She contacted Ashland for more information on their parklet, and learned that the city paid for the construction of the parklet, and the city has only received positive feedback. Tarne also agreed with Dean’s comment on the lack of enforcement in the city, and the police department needs to provide more enforcement.

Audience member Gareth Plank requested more clarification on who would be responsible for the maintenance of the parklet. Mayor Ryberg responded that he is not in favor of requiring the business owners to maintain a structure that the city builds. Councilmember Fleck explained that if the parklets are an extension of the sidewalk, then that would mean the construction/maintenance responsibilities would fall on the building owner. Fleck also stated that she does not think the city should be spending any money on projects like this when the money would be better spent on more important issues. Fleck referred to Streets 56.10 regarding sidewalks

Audience member Steve Farrington, owns the building that Paystreak is in, recommends that “if it isn’t broke, don’t fix it.” Farrington stated he understands that the parking spot closest to the hydrant will be removed, and he does not want to see something put in its place, one reason being there has not been any accidents there and if you put in a distraction there is potential for an accident. Farrington also mentioned the two salons that are just down from Paystreak and with the high sidewalks older people are limited to access, and if you remove more parking the businesses will be effected. Farrington also reminded the council that businesses depend on the people that live here and tourism is the highest only three months out of the year.

Councilmember Peterson agreed that we should be looking at more ways to improve our accessibility to the sidewalk. Councilmember Tarne referred back to our city ordinance that we are currently not abiding by, and she recommends that the council needs to make a decision on what to do regarding the ordinance. Audience member David Christ asked where the 22 feet begins/ends. Audience member Mellissa Franks, owner of Etna Hardware, asked if the council has researched any of the liability issues with the parklets. The council answered that any liability issues associated with the parklets would belong to the city. Franks stated that her understanding is that nothing can go in place of the parking space that will be lost due to the fire hydrant. Mayor Ryberg responded that according to our Fire Chief Alan Kramer, a parklet would be allowed to take that space. Tarne explained that a parklet would not hinder the fire crew to access that fire hydrant if needed. Peterson emphasized that one parking space at each end of Main Street will be gone regardless, the proposal is to stripe out each adjacent space for the parklets. Councilmember Fleck referred back to the city ordinance in question regarding the

22 feet, and clarified that the 22 feet is prohibited for Traffic Control Purposes and the Chief of Police signs off whether or not it is deemed for Traffic Control Purposes. Fleck questioned whether or not we are out of compliance with our ordinance. Tarne responded that it is a different interpretation. David Christ expressed concerns with the shape designs of the parklets, and depending on dimensions it may require an extra half of a parking spot due to safety reasons. Tammy Dean explained that the parking spot on the Wildwood end closest to the stop sign is already striped out, people continue to park there because of the lack of enforcement. Peterson recommended striking out two parking spaces on the Wildwood end due to safety issues, encourage parking “off street,” consider overflow measures, and identify property boundaries. Peterson made a motion to continue looking into constructing the parklets, forward safety guidelines to the City Engineer, and develop a proposal. Audience member Gareth Plank asked why lines cannot be painted that say “STOP” as you are approaching the stop sign on Collier. Mayor Ryberg agreed that “Stop Bars” are critical and that we should have them put in place. David Christ asked if the Stop Bars will incorporate a crosswalk. City Engineer Morgan Eastlick explained that a crosswalk serves as a Stop Bar. Councilmember Trost seconded the motion, and the motion passed 5-0 with Fleck, Peterson, Ryberg, Tarne, and Trost voting yes.

Discuss/Approve Special Event Application Sample. Councilmember Fleck developed a draft application, and a process to help facilitate consideration, and approval for special events. Mayor Ryberg reviewed the application and stated overall it looked great, but would like to make an addition regarding costs for extra police if an event should require that. Fleck moved to table this item for the next meeting so that more information can be added, Trost seconded and the motion, and the motion passed 5-0 with Fleck, Peterson, Ryberg, Tarne, and Trost voting yes.

Discuss/Approve putting stop signs on Main Street at the corner of Collier Way, and Diggles Street. Mayor Ryberg explained that an Etna resident that lives on Diggles would like to have stop signs put in place on Main Street and Diggles. Mayor Ryberg agreed to call a safety expert from Caltrans for more information. The expert from Caltrans recommended the stop signs for this intersection after viewing it from Google Earth. Mayor Ryberg also contacted the City Planner, and a Traffic Engineer in Redding, and he recommended performing a study. Tammy Dean mentioned some concerns with placing stop signs on Main Street, and it adding to congestion, impacting big truck traffic, and Main Street not being wide enough for two way traffic and being stopped. Police Chief Josh Short clarified that Main Street is a truck route. Audience member Genie Dickenson asked the council if they have asked the appropriate people regarding the stop signs, such as, the county. Mayor Ryberg answered no, and stated that according to the City Attorney, City Planner, and the Traffic Engineer this decision is up to the city. Mayor Ryberg said he would contact the county. Police Chief Short responded that in the 70s Main Street was signed over to the city. Deb Behm asked for more clarification on the location of the stop signs. Mayor Ryberg explained the stop signs will be located on the Etna Summit side coming down Main Street, and it is still unclear the exact location of the other stop sign, but it will be placed to make a “three-way stop” at this intersection. Councilmember Tarne stated she is not convinced that these stop signs are necessary, and feels that they are not going to make a difference. Behm stated that most people slow down, or stop when they see a stop sign, and speeding is an issue on Main Street. Chief Short explained that a stop sign can only be put in place for safety reasons, not to slow down traffic. Also, Chief Short expressed concerns with putting up new stop signs because people are so used to them not being there, it could potentially create more accidents. The audience expressed concerns with the council choosing to not have a

traffic study done before placing the stop signs at the intersection, and it causing an accident. Councilmember Tarne questioned whether or not the state, or officiating agency requires a traffic study be performed before placing stop signs. Chief Short responded that it comes down to statistics, and it comes down to having the data to back up the decision. Councilmember Fleck stated the city has the right to put up the stop signs. Councilmember Peterson moved to approve developing a resolution for the stop signs to be placed at the intersection of Diggles, and Main Street, and bring the resolution forward at the next council meeting. Councilmember Trost seconded. Peterson amended the motion to approve the stop signs being placed at this intersection, and then a resolution to follow. The motion passed 4-1 with Fleck, Peterson, Ryberg, and Trost voting yes, and Tarne voting no.

Discuss/Approve Employee Health Insurance change. City Clerk Sarah Griggs tabled this item for the next meeting.

Discuss and review suggestions for the city that have recently been submitted. The council tabled this item for the next meeting.

### **Council Statements and Requests**

Councilmember Fleck recently received notice that the Old Etna Diner is in escrow.

Councilmember Trost mentioned he has been receiving complaints about the Denny Bar parking in the “loading” zone.

City Clerk Sarah Griggs stated that the city has received the money from the Scott Street Project.

### **CORRESPONDENCE**

### **Adjournment**

There being no further business; the meeting was adjourned at 9:56 pm.

Respectfully Submitted,

Sarah Griggs

City Clerk

**MINUTES**  
**REGULAR MEETING OF THE ETNA CITY COUNCIL**  
**Monday March 5, 2018**

Members of the Etna City Council met on this 5<sup>th</sup> day of March 2018, at the Etna City Council Chambers. Mayor Ryberg called the meeting to order and led in the salute to the flag of the United States of America.

**Roll Call**

Councilmembers Lori Fleck, Kyle Peterson, Mayor Erik Ryberg and Mitch Trost were present. Councilmember Jaime Tarne was absent.

**Oral Comments from the Public on Non-Agenda Item**

Audience member Carrie Campbell shared information about an upcoming event called “Building Etna’s Future.” The event will take place at the Berean Church on April 28<sup>th</sup> from 9:30 am to 2:30 pm.

Audience member David Christ referenced the last meeting regarding the parking spaces on Main Street. Christ stated to the council that he has taken some time to study Main Street and pay close attention to specific characteristics, Christ suggested “mobile” parklets might be a good idea.

**Consent Calendar**

Minutes from the Regular Meeting February 20, 2018, and the Check Register were presented for approval. Fleck moved to accept the Consent Calendar, Trost seconded and the motion passed 4-0 with Fleck, Peterson, Ryberg, and Trost voting yes.

**Current Business**

**PUBLIC HEARING:** Mayor Ryberg opened the Public Hearing at 7:07 pm, and closed the meeting at 7:09 pm.

Discuss/Approve Collier ADA Ramp & Sidewalk Project Categorically Exempt. Councilmember Fleck moved to approve the Categorical Exemption for the Collier ADA Ramp & Sidewalk Project, Councilmember Peterson seconded and the motion passed 4-0 with Fleck, Peterson, Ryberg, and Trost voting yes.

Discuss/Approve 2017 Water Systems Improvements Project Partial Pay Estimate #1. City Engineer Morgan Eastlick gave the council a brief update on the project and requested approval for partial payment #1. Councilmember Peterson moved to approve the partial payment #1 for the project, Councilmember Fleck seconded and the motion passed 4-0 with Fleck, Peterson, Ryberg, and Trost voting yes.

Mayor Ryberg wanted to recognize the Fire Department, Police Officer Tony Stacher, and First Responders for their quick response to the house fire that took place in town. The incident had potential to be much more detrimental if it was not for the quick response. Fire Chief Alan Kramer thanked Fort Jones Fire Department for responding, and also thanked the multiple departments for their cooperation.



Discuss/Approve establishing a policy regarding city employees parking on Main Street. Mayor Ryberg referred to the last council meeting regarding the parking issues on Main Street and recommended that a policy be developed to not allow city employees to park on Main Street. Audience member Dennis Melum commented that when he was on the council in the past, the council voted to buy the old service station on Main Street to help with the parking, then the property owner doubled the price. Melum stated that this space is for sale again, and if the city purchased the lot it would be a great asset to the city. Melum encouraged the council to prepare for the growth that is currently happening in the city. Melum also commented on the speeding on Main Street.

Audience member Megan Peterson would like it to be considered that public people, which are tax payers are paying for residential parking for other business owners. Councilmember Fleck stated it would be up to the landowner. Peterson is referring to residents that live on Main Street, and park on Main Street. Peterson stated that four hour parking is better in so many ways than two hour parking.

Mayor Ryberg again asked about city employee parking. Fire Chief Alan Kramer emphasized that there needs to be access behind the buildings. Councilmember Peterson asked Kramer to look behind the buildings to make sure that everything is good.

Mayor Ryberg suggested for the next meeting to talk about parking hour signs, Library parking lot as possible public parking, residents parking on Main Street, and any other issues/topics regarding parking.

Audience member Shellie Whipple commented that she is encouraged by what she is hearing from the council, but also would be sad to see signs go up everywhere adding additional regulations.

Police Chief Josh Short stated that he has recently had some discussions with the general public. Chief Short agrees with Shellie Whipple, and in his 17 years of working for the city he has never had any complaints, or experienced any issues with parking on Main Street. Chief Short recommends to slow things down a little, use common sense, and gather some statistical data before making any decisions. Chief Short does not agree that there is a parking problem/issue on Main Street, and would like to see data and numbers to back up any decision to make any changes on Main Street.

Audience member Dennis Melum commented on the congestion that placing stop signs on Main Street will create. Melum suggested looking into moving the crosswalk in front of Paystreak forward. Councilmember Peterson responded that the diagonal parking on Main Street creates a visual barrier when driving on Diggles and trying to enter the intersection. Peterson feels that a three-way stop is the only way to make this situation safer. Audience member Megan Peterson suggested that you could provide the opportunity for the crosswalk to become public art, and encourage people to paint in it and for it to become an art mural.

Mayor Ryberg stated that he will put this topic on the agenda for the next meeting for more discussion. Council took no action.

Discuss stop sign at the intersection of Diggles Street and Main Street. The council moved to table this item for the next meeting.

Discuss/Approve changing the order of business during Council Meetings. Item is tabled due to Jaime Tarne's absence.

Discuss/Approve Handicap Parking on Main Street. Item is tabled due to Jaime Tarne's absence.

Discuss/Approve Rental Form and Agreement for use of City Facilities. Item is tabled due to Jaime Tarne's absence.

Discuss/Approve crosswalk in front of Library and Wildwood Crossing. Item is tabled due to Jaime Tarne's absence.

Discuss and review suggestions for the city that have been recently submitted. The council read and reviewed several suggestions that have been submitted.

### **Council Statements and Requests**

Councilmember Peterson informed the council and the audience that he will be meeting with Morgan Eastlick, City Engineer, Wednesday to discuss Main Street.

Councilmember Fleck shared that the Trailhead sold.

Mayor Ryberg again requested content from the councilmembers for the website.

### **CORRESPONDENCE**

#### **Adjournment**

There being no further business; the meeting was adjourned at 8:42 pm.

Respectfully Submitted,

Sarah Griggs

City Clerk

**MINUTES**  
**REGULAR MEETING OF THE ETNA CITY COUNCIL**  
**Monday March 5, 2018**

Members of the Etna City Council met on this 5<sup>th</sup> day of March 2018, at the Etna City Council Chambers. Mayor Ryberg called the meeting to order and led in the salute to the flag of the United States of America.

**Roll Call**

Councilmembers Lori Fleck, Kyle Peterson, Mayor Erik Ryberg, Jaime Tarne and Mitch Trost were present.

**Oral Comments from the Public on Non-Agenda Item**

None

**Consent Calendar**

Minutes from the Regular Meeting March 5, 2018, and the Check Register were presented for approval. Peterson moved to approve the Consent Calendar, Trost seconded and the motion passed 5-0 with Fleck, Peterson, Ryberg, Tarne, and Trost voting yes.

**Current Business**

Discuss/Approve Contract Change Order Number 1 for the 2017 Water System Improvements Project. City Engineer Morgan Eastlick explained the reasons for the Contract Change Order and requested council approval. Eastlick pointed out that these changes will save money in the long run. Councilmember Peterson asked Eastlick about there being more chlorine present in the drinking water. Eastlick said it has to do with the water being stagnant during the winter months, and lack of water flow. Peterson moved to approve the Contract Change Order Number 1, Fleck seconded and the motion passed 5-0 with Fleck, Peterson, Ryberg, Tarne, and Trost voting yes.

Discuss/Approve City of Etna opening a PayPal Account. Kris Hargrove was not present at the meeting to discuss this agenda item. Council tabled this item.

Discuss/Approve Special Event Application. Councilmember Fleck presented to the council a draft application for consideration. The council discussed some additional changes they would like made to the application. Fleck agreed to make the additional edits/changes to the document and bringing it back for a final approval. Fleck moved to approve this application with the additional changes to be made, Trost seconded and the motion passed 5-0 with Fleck, Peterson, Ryberg, Tarne, and Trost voting yes.

Discuss/Approve changing the order of business during Council Meetings. Councilmember Tarne recommended to have the city reports given at the beginning of the meeting this way most of the audience will be present to hear them. Tarne also explained that when there is a full agenda there is not enough time at the end to go through the reports, or they are sometimes rushed through. The council took no action on this item.

Discuss/Approve Handicap parking area on Main Street. Councilmember Tarne explained that the current Handicap parking spot on Main Street is not adequate, nor does it satisfy any Handicap Parking requirements or standards. Councilmember Peterson further explained the requirements for a Handicap Parking spot, and also mentioned the area in front of the crosswalk on the Scott Valley Bank side of the street as being a potential location for a Handicap spot. Tarne is not as concerned about the location of the spot as she is about it being an adequate Handicap parking spot.

Audience member Cliff Munson commented on this item. Munson explained several details that go into putting in a Handicap Parking spot. Munson stated that he is in charge of the county Fair, and has experience in all of the ADA requirements, and a lot of what goes into Handicap Parking. Councilmember Tarne moved to approve moving forward on providing an adequate Handicap Parking space, Councilmember Peterson seconded. Morgan Eastlick stated that he does not believe that the city will need to provide more than one Handicap Parking space because all of the parking on Main Street is for multiple businesses, it is not a parking lot. Peterson commented that if we begin to upgrade issues on Main Street, more upgrades may be required. It is agreed that the current Handicap space on Main Street will be moved to a different location. The motion passed 5-0 with Fleck, Peterson, Ryberg, Tarne, and Trost voting yes.

Discuss/Approve Rental Form Agreement for use of city facilities. Councilmember Tarne wanted to redress the rental form agreement specifically for the use of the Council Chambers and non-paying private groups & organizations. Tarne is concerned that without an agreement, insurance and liability will not cover an accident. Mayor Ryberg expressed his concern with “formalizing” the use of the chambers, this could allow it to be available for everyone to use. Mayor Ryberg stated that the use of city facilities should be for events/classes to promote health and public safety, which are the groups that currently use the facilities. Councilmember Fleck suggested developing a policy that only allows citizens of Etna to use/rent the city facilities. Tarne feels that it is necessary to have an application for the rental of all city facilities to protect the city. Fleck reminded the council that since the groups are making a profit they should be required to pay the city a fee.

Audience member Cliff Munson stated that he is concerned with what is going on because the council is responsible for making sure the city is doing what it is supposed to do. Munson is also concerned about the city allowing the use of public facilities without requiring insurance, and allowing the yoga class to use the chambers and make a profit without paying a fee to the city. Munson is in favor of having people sign a contract and requiring them to have insurance in order to use city facilities, and if the council does not require that he will make sure that he will have an attorney. Munson also stated that he just purchased a house in town, he is six generations, and “if you don’t take care of it, we’ll take care of it for you.” Councilmember Fleck agreed that business does need to get taken care of. Councilmember Tarne moved to approve accepting the change to the agreement that anyone using the chambers has to sign the same agreement as other city facilities, and health and safety can be added to the agreement. Councilmember Trost wants to revisit the issue of charging for the use of the chambers in the future. Fleck seconded and the motion passed 4-1 with Fleck, Peterson, Tarne, and Trost voting yes, Mayor Ryberg voted abstain.

Discuss/Approve crosswalk in front Library and Wildwood Crossing. Councilmember Tarne would like a crosswalk to be placed on Collier at the corner of Main Street where

Wildwood Crossing is located. Councilmember Peterson explained the specifications of the crosswalk to be painted in this location, and also stated that this project is currently being worked on. Council took no action.

Discuss/Approve application process for business owners to construct a parklet. Mayor Ryberg explained councilmember Fleck's proposal for the construction of a parklet being that if a business owner would like a parklet in front of their business they can submit a plan to the council for approval, and they would be responsible for all costs associated with it. This gives a business owner who might want a parklet a chance to have one, and if there is no public objection then the business would be able to construct their own parklet as long as it satisfies certain specifications. Councilmember Trost is not in favor of the idea of a parklet being located on the middle of Main Street, the better locations for the parklets are on the corners. Councilmember Tarne is concerned about who will be responsible for the parklet if the business changes, or moves. Audience member Davie Martin stated that if she constructed a parklet in front of her business that would force her customers to park in front of another business. The council reminded the audience that no business "owns" the parking spaces in front of their building. There is still some confusion on who exactly is responsible for sidewalk maintenance, and there are still concerns about losing valuable parking spaces on Main Street. Fleck assured the audience that there are specific conditions that will have to be satisfied in order to construct a parklet. Audience member David Christ expressed several concerns with this application process, one being the "ten day objection period."

Audience member David Christ also reminded the council that there are seven park benches on Main Street that nobody sits on. Councilmember Tarne responded that she uses the benches, and those benches do not provide what a parklet does. Tarne also explained that this proposed application process is just a different proposal than what was brought up before. Audience member Davie Martin asked if there were any rules about what the design of the parklet would be. The council stated that design specifications can be included in the draft plan of the parklet. Audience member Shellie Whipple asked the council if they were approving this agenda item. The council responded that they do not have to take action on this item, Whipple stated she strongly encourages no action to be taken on this item tonight. Martin recommended that if the parklet idea is going to be pursued, then the parking issue needs to be resolved as well. Tarne responded that she does not believe there is a parking problem on Main Street and would like to see proof if there really is an issue. The council will continue to discuss this item in future council meetings. No action was taken.

Discuss/Approve General Plan Progress Report, Resolution 906-18A A Resolution of the City of Etna Accepting the 2017 General Plan Annual Progress Report, and Approving Transmittal of the report to the Governor's Office of Planning and Research, and the California Department of Housing and Community Development. Councilmember Fleck moved to approve this item, councilmember Trost seconded and the motion passed 5-0 with Fleck, Peterson, Ryberg, Tarne, and Trost voting yes.

## **Employee Reports**

Fire Chief Alan Kramer gave a verbal report along with Fire Commissioner Jaime Tarne. Tarne briefly explained a fuels reduction project taking place within the next year.

Councilmember Tarne stated they just had interviews for the pool manager position, and for the next council meeting she will announce the new employee.

Councilmember Fleck explained that the paramedic that was hired temporarily to cover Ambulance Director Carrie Cumming's leave has recently accepted a new job.

Councilmember Trost gave a brief report on some upcoming projects for the park, one being the new shower they will be constructing shortly.

Mayor Ryberg gave a brief report on the current status of the website, and mentioned a few changes that will be made to the front page. Mayor Ryberg asked councilmember Peterson about the loading/unloading zone located on Diggles for the Denny Bar. There are still issues with Denny Bar using this space for personal parking.

### **Council Statements and Requests**

### **CORRESPONDENCE**

### **Adjournment**

There being no further business; the meeting was adjourned at 9:22 pm.

Respectfully Submitted,

Sarah Griggs

City Clerk

**MINUTES**  
**REGULAR MEETING OF THE ETNA CITY COUNCIL**  
**Monday April 2, 2018**

Members of the Etna City Council met on this 2<sup>nd</sup> day of April 2018, at the Etna City Council Chambers. Mayor Ryberg called the meeting to order and led in the salute to the flag of the United States of America.

**Roll Call**

Councilmembers Lori Fleck, Kyle Peterson, Mayor Erik Ryberg, Jaime Tarne and Mitch Trost were present.

**Oral Comments from the Public on Non-Agenda Item**

None

**Consent Calendar**

Minutes from the Regular Meeting March 19, 2018, and the Check Register were presented for approval. Trost moved to approve the Consent Calendar, Peterson seconded and the motion passed 5-0 with Fleck, Peterson, Ryberg, Tarne, and Trost voting yes.

Council member Peterson suggested one change to the Minutes for the meeting Monday March 5<sup>th</sup>, the council agreed with the suggested change. Council member Trost moved to accept the Consent Calendar, Peterson seconded and the motion passed 5-0 with Fleck, Peterson, Ryberg, Tarne, and Trost voting yes.

**Council/Employee Reports**

Council member Peterson reported that he has been working on the Valley Wide Cleanup Day, and has spoken with Brad Isbell from Scott Valley Disposal and shared the pricing for additional dumpsters. Peterson would like to have a 40 yard dumpster available for the Cleanup Day, and also have a dumpster available for metal. Peterson also gave a brief report on the laterals, and the water tank project, and also mentioned that Dan Burbank will be working on painting the crosswalk, and parking spots.

Council member Tarne would like to see more enforcement from the Police Department when it comes to people running stop signs.

Fire Chief Alan Kramer reported that the fire department recently responded to a fire down Scott River Road. Tarne explained that it was the second escaped control burn in three weeks.

Mayor Ryberg gave a brief update on the status of the website, and said it is almost done and John will be ready to launch it very soon once he receives more information.

Council member Fleck gave a report on the Collier Rest Area stating that it will be closed temporarily. Fleck also suggested reviewing the rental contract that the city has with the Masons upstairs, and also to start thinking about what to do with the building that Fairchild occupies when they move out.

City Clerk Sarah Griggs asked when the park will be officially opened.

### **Current Business**

Discuss/Approve Partial Pay Estimate #2 for 2017 Water System Improvement Project. Council member Trost moved to approve the Partial Pay Estimate #2, Council member Peterson seconded and the motion passed 5-0 with Fleck, Peterson, Ryberg, Tarne, and Trost voting yes.

Discuss/Approve City of Etna opening a PayPal account. Kris Hargrove was not present at the meeting. No action taken.

Discuss/Approve hiring of Dotty Olson Pool Manager and Assistant Manager. Pool Commissioner Jaime Tarne requested council approval to offer the Pool Manager position to Mitch Thackaray, and Assistant Manager to Janet Brownell. Tarne would like to increase the pay from \$15.00/hr. to \$18.00/hr. Council member Fleck moved to approve hiring Mitch Thackaray as Pool Manager, and Janet Brownell as Assistant Manager, council member Trost seconded and the motion passed 5-0 with Fleck, Peterson, Ryberg, Tarne, and Trost voting yes.

Discuss/Approve setting a meeting for a six month budget review. Council decided to set a budget meeting for Wednesday April 18, 2018 from 9:00-11:00 am.

### **Council Statements and Requests**

### **CORRESPONDENCE**

### **Adjournment**

There being no further business; the meeting was adjourned at 7:47 pm.

Respectfully Submitted,

Sarah Griggs

City Clerk



**MINUTES**  
**REGULAR MEETING OF THE ETNA CITY COUNCIL**  
**Monday April 16, 2018**

Members of the Etna City Council met on this 16<sup>th</sup> day of April 2018, at the Etna City Council Chambers. Mayor Ryberg called the meeting to order and led in the salute to the flag of the United States of America.

**Roll Call**

Councilmembers Lori Fleck, Kyle Peterson, Mayor Erik Ryberg, Jaime Tarne and Mitch Trost were present.

**Oral Comments from the Public on Non-Agenda Item**

None

**Consent Calendar**

Minutes from the Regular Meeting April 2, 2018, and the Check Register were presented for approval. Council member Peterson moved to approve the Consent Calendar, Council member Trost seconded and the motion passed 5-0 with Fleck, Peterson, Ryberg, Tarne, and Trost voting yes.

**Council/Employee Reports**

Council member Peterson gave a brief report on the Valley Wide Cleanup Day that will be taking place on April 21, 2018.

Council member Jaime Tarne explained that she will be out of town until June 1<sup>st</sup>.

Mayor Ryberg explained that he recently received a letter from Sherriff Lopey requesting the city to contribute \$5,000.00 to the drug task force, and he will be meeting with Police Chief Short to discuss this further.

Council member Fleck reported that the Collier Rest Area will be closing temporarily for construction, but the welcome center will relocate and remain open. Fleck requested that her item for the rental agreement for the Masons be addressed after Shane Scicluna's agenda item.

Council member Trost gave a brief report on the status of the new showers that Public Works Director Dan Burbank will soon be constructing.

Police Chief Short reported on some animal control issues that he has been dealing with.

**Current Business**

Discuss/Approve mounting Masonic sign on City Hall building. Shane Scicluna from the Masons asked the council for permission to hang their sign on City Hall building. The Masons had already mounted the sign, but they neglected to ask for permission and fill out the proper paperwork and so they were asked to remove the sign. Council member Fleck briefly explained the current sign ordinance that the city has, and the process that needs to take place in

order to hang a sign on a government building. The council expressed concerns with placement of the sign, look of the sign, and making sure it goes with the building before it is remounted. The council does not want the building to have a look that seems like City Hall is “together” with the Masons, and they think that a better placement of the sign would be higher than the other signs on the building. Fleck moved to approve the Masons remounting their sign at a higher placement than the other signs, Council member Tarne seconded and the motion passed 5-0 with Fleck, Peterson, Ryberg, Tarne, and Trost voting yes.

Discuss/Approve rental agreement for Etna Dance Hall/Masons. Council member Fleck would like to review the rental agreement that the city currently has with the Masons, and its provisions. Fleck expressed her concerns with the improvements that the Masons have made upstairs to the Dance Hall, the changes that they have made have compromised the use of the space upstairs. Fleck stated that the contract states that they can make alterations/improvements at their expense, however those changes that they have made have not “improved” the space. Fleck addressed other concerns with the rental agreement, such as rent, utilities, etc. The council discussed the contract and agreed to review the contract this September (2018) and to develop a new rental contract. Council member Tarne moved to approve reviewing and developing a new rental agreement for the first meeting in September, Fleck seconded and the motion passed 5-0 with Fleck, Peterson, Ryberg, Tarne, and Trost voting yes.

Discuss/Approve the City of Etna opening a PayPal Account. Kris Hargrove would like the city to open up a PayPal Account for it to be more convenient to receive payments from tent camping, and city patches, and to offer additional payment options for PCT Hikers. There are fees associated with opening a PayPal Account that the city would have to pay in order to use the service. Mayor Ryberg made a motion to work with council member Trost on figuring out which additional payment option to use and put it on the website, Trost seconded and the motion passed 5-0 with Fleck, Peterson, Ryberg, Tarne, and Trost voting yes.

Discuss/Approve City Website. Mayor Ryberg reminded the council that the website is currently up and open for suggestions and changes. This item tabled for the next meeting.

Discuss/Approve water bill policy review. Mayor Ryberg explained that there are some issues with people not paying their water bill, and the late fees are 10% of the total amount due. There are accounts that currently have high penalty fees associated with the account. Ryberg suggested that a policy be in place to set a certain amount before the water is disconnected. The council discussed several ideas. Mayor Ryberg made a motion that if a water bill is past due 60 days they receive notice, and council member Peterson receives a copy of all notices, council member Tarne seconded and the motion passed 5-0 with Fleck, Peterson, Ryberg, Tarne, and Trost voting yes.

Discuss/Approve hiring new ambulance paramedic. Council member Fleck requested council approval to hire Chaley Thom as a paramedic for the Etna Ambulance Department. Chaley Thom gave council a brief background on his experience. Council member Trost moved to approve hiring Chaley Thom for the Etna Ambulance Department, Fleck seconded and the motion passed 5-0 with Fleck, Peterson, Ryberg, Tarne, and Trost voting yes. Thom pointed out that he has previously applied for a position along with several co-workers about a year and half ago and never received word if they were hired. Fleck requested to ask the City Clerk to look back in the archives to figure out this issue.

Fire Chief Alan Kramer gave a brief report on some recent fire activities.

### **Council Statements and Requests**

### **CORRESPONDENCE**

### **Adjournment**

There being no further business; the meeting was adjourned at 8:53 pm.

Respectfully Submitted,

Sarah Griggs

City Clerk

**MINUTES**  
**SPECIAL MEETING OF THE ETNA CITY COUNCIL**  
**Wednesday April 18, 2018**

Members of the Etna City Council met on this 18<sup>th</sup> day of April 2018, at the Etna City Council Chambers. Mayor Pro-Tem Fleck called the meeting to order and dispensed with the flag salute.

**Roll Call**

Council members Lori Fleck, Kyle Peterson, Jaime Tarne, and Mitch Trost were present. Mayor Ryberg was absent.

**Oral Comments from the Public on Non-Agenda Item**

None

**Current Business**

Discuss/Approve Resolution to enter into an agreement with CDF for Federal Excess Property. Fire Chief Alan Kramer requested council approval for this resolution. Council member Fleck moved to approve the Resolution to enter into an agreement with CDF, Council member Trost seconded and the motion passed 5-0 with Fleck, Peterson, Tarne, and Trost voting yes.

Discuss Mid-Year Budget Review for 2017/2018 year. The council and some department heads reviewed and discussed the budget and various budget items. There were some errors pointed out that will need to be fixed before the next budget meeting. Council member Fleck requested that a Transaction Detail Report be available for all department heads and council members to review for the next budget meeting.

**Council Statements and Request**

**CORRESPONDENCE**

**Adjournment**

There being no further business; the meeting was adjourned at 12:03 pm.

Respectfully Submitted,

Sarah Griggs

City Clerk

**MINUTES**  
**REGULAR MEETING OF THE ETNA CITY COUNCIL**  
**Monday May 7, 2018**

Members of the Etna City Council met on this 7<sup>th</sup> day of May 2018, at the Etna City Council Chambers. Mayor Ryberg called the meeting to order and led in the salute to the flag of the United States of America.

**Roll Call**

Councilmembers Lori Fleck, Mayor Erik Ryberg and Mitch Trost were present. Councilmembers Kyle Peterson, and Jaime Tarne were absent.

**Oral Comments from the Public on Non-Agenda Item**

None

**Consent Calendar**

Minutes from the Regular Meeting April 16, 2018, Minutes from the Special Meeting April 18, 2018, and the Check Register were presented for approval. Councilmember Fleck requested an amendment to the Minutes regarding the placement of the Mason's sign on the City Hall building. Councilmember Trost moved to approve the Consent Calendar, Mayor Ryberg seconded and the motion passed 3-0 with Fleck, Ryberg, and Trost voting yes.

Fleck also referred to the Minutes from the previous meeting regarding which payment options the city will be choosing for the hikers to be able to pay for camping, among other things online. Griggs also asked for clarification from the council, and Kris Hargrove on this. Hargrove commented that the hikers prefer Venmo over PayPal. Griggs will look into creating an account with Venmo.

Fleck commented that she is opposed of any use of city funds that will go towards any financial transactions using Venmo, or PayPal.

**Council/Employee Reports**

Councilmember Fleck informed the audience that Collier has moved to their temporary location due to construction. Fleck also gave a brief report on the recent meeting she attended involving the "Future of Etna."

Councilmember Trost gave a brief update on the construction of the new park showers.

City Clerk Sarah Griggs updated the council that she, and councilmember Fleck have been meeting and are currently working on the budget.

Police Chief Short reported that they are planning to pour the concrete slabs for the dog kennels this week.

Mayor Ryberg reported that he attended the same meeting regarding the Future of Etna.

**Current Business**

Discuss/Approve 2017 Water System Improvements Project Partial Pay Estimate No. 3. City Engineer Morgan Eastlick requested council approval for Partial Pay Estimate No. 3 for the work that has been done on the water tanks. Councilmember Fleck moved to approve the Partial Pay Estimate No. 3, Councilmember Trost seconded and the motion passed 3-0 with Fleck, Ryberg, and Trost voting yes.

Discuss/Approve Collier Way ADA Curb Ramps and Sidewalks Project Notice of Award to low bidder R.B Aldrich Construction. City Engineer Morgan Eastlick requested council approval to award this contract to R.B Aldrich Construction. Councilmember Trost moved to approve the low bidder R.B Aldrich Construction for the Collier ADA Curb Ramps and Sidewalks Project, councilmember Fleck seconded and the motion passed 3-0 with Fleck, Ryberg, and Trost voting yes.

Discuss EHS Computer Graphics Class participation in the patch design for the City of Etna. Lynn Karpinski from Etna High School thanked the council and Kris Hargrove for allowing the students from EHS to design the PCT Hiker Patches. Karpinski provided a handout of the different patch designs.

Discuss/Approve update for 2018 Patch and request Shadow Box Award mounted in City Hall for each year's patch design winner. Kris Hargrove requested council approval for a wall mounted display case to show the patch design winners for the current year and years to come. Councilmember Fleck asked councilmember Trost if there was money in the Park budget to cover the cost, Trost responded yes. Hargrove also mentioned that with the use of Venmo it will make it easier to purchase the patches.

Audience member Davie Martin asked where the money goes from the patches. Hargrove responded that it goes into the "unofficial" PCT section of the Park budget. Martin expressed concerns with selling these patches without including sales tax, and it should be looked into. Hargrove stated that they never thought about the sales tax, but agreed that it should be looked into for this year. Council took no action on this item.

Discuss design of bike racks that are located on the sidewalks. Kris Hargrove explained that she witnessed a close call of a young boy almost running into one of these dangerous bike racks located at the clinic. Hargrove questioned how these bike racks were ever approved, and recommends that a cap be built to place on top of the bike racks to cover the sharp corners. Davie Martin responded that the Rotary Club designed the bike racks and placed them on various private property areas throughout the city, and that the design was very popular in Fort Jones. Martin stated that it was not necessary to have council approval to place the bike racks where they are because they are on private property, the bike racks do not belong to the city despite one having been removed by one of the councilmembers without permission. Mayor Ryberg explained that the bike racks do not have anything to do with the city. Council took no action.

Discuss/Approve the pool rental fee being waived for the PAL Sharks Swim Team on dates June 22, 23, 24, and July 25, and 31 (will be changed to 8/1). Kim Downey, who is the head swim coach for the PAL Sharks Swim Team, asked the council to waive these fees. Councilmember Fleck expressed concerns with waiving the fees because of the high costs to operate the pool. After much discussion from the council and the audience, the council ultimately decided to waive fees for Shark Fest, and County Meet, and the after party but the event will need to have someone volunteer to manage the pool. Mayor Ryberg moved to waive

the fees and to have Kim Downey figure out the volunteer manager, as well as lifeguards, Trost seconded and the motion passed 3-0 with Ryberg, and Trost voting yes, and Fleck voting abstain.

Discuss/Approve termination of wastewater contract services provided by Don McCloud. Public Works Director Dan Burbank explained that he is now certified in wastewater and will be able to provide the same services as Don McCloud has, and he is no longer needed. Councilmember Trost moved to approve terminating the contract with Don McCloud effective mid-March, Mayor Ryberg seconded and the motion passed 3-0 with Fleck, Ryberg, and Trost voting yes.

Discuss/Approve rental of a lift to remove hazardous branches in the park and pool area. Dan Burbank requested council approval to rent a lift to cut the hazardous branches from the oak trees in the park area, this will cost approximately \$1,750.00, and Burbank highly recommends this, or consider closing the park due to liability. Mayor Ryberg moved to approve renting the lift, councilmember Trost seconded and the motion passed 3-0 with Fleck, Ryberg, and Trost voting yes.

Discuss/Approve Website update from Councilmembers. Councilmember Trost asked the council to bring in any requests/suggested changes to the website.

Discuss/Approve new hire for the Ambulance Department. Councilmember Fleck requested approval to hire Heather Elliott as a new EMT for the Ambulance. Fleck moved to approve hiring Heather Elliott for the Ambulance Department, Councilmember Trost seconded and the motion passed 3-0 with Fleck, Ryberg, and Trost voting yes.

Discuss/Approve selling STAGE Summer Passes. Councilmember Fleck explained that the Siskiyou Transportation Department would like to offer summer passes to be purchased for the STAGE Bus in order to make it easier for students/youth to travel to various locations. Councilmember Fleck moved to approve the city selling these summer passes on the STAGE's behalf in order to make it more convenient for students/youth to travel, Councilmember Trost seconded and the motion passed 3-0 with Fleck, Ryberg, and Trost voting yes.

Discuss/Approve MOU with Siskiyou County and the City of Etna Ambulance Department. Councilmember Fleck explained that Siskiyou County desires to provide ambulance services for all residents of the County. The Etna Ambulance already services residents outside city limits but with the MOU renewal between the city and the county, it will bring in \$1,200.00 per year. Councilmember Trost moved to approve the MOU with Siskiyou County and the City of Etna Ambulance Department, Fleck seconded and the motion passed 3-0 with Fleck, Ryberg, and Trost voting yes.

Discuss/Approve council training on Sexual Harassment and Ethics. City Clerk Sarah Griggs informed the council that they will need to become current on their Sexual Harassment and Ethics Training soon. Griggs explained that the training is available online. No action taken.

## **Council Statements and Requests**

## **CORRESPONDENCE**

### **Adjournment**

There being no further business; the meeting was adjourned at 8:11 pm.

Respectfully Submitted,

Sarah Griggs

City Clerk



**MINUTES**  
**SPECIAL MEETING OF THE ETNA CITY COUNCIL**  
**Tuesday May 8, 2018**

Members of the Etna City Council met on this 8<sup>th</sup> day of May 2018, at the Etna City Council Chambers. Mayor Pro-Tem Fleck called the meeting to order and dispensed with the flag salute.

**Roll Call**

Council members Lori Fleck, Mayor Ryberg, and Mitch Trost were present. Councilmembers Kyle Peterson, and Mitch Trost were absent.

**Oral Comments from the Public on Non-Agenda Item**

Debra Levulett commented on the condition of some of the streets, specifically Bryan Street and the pot holes being extremely large, she also commented on some issues with the water lines. Levulett asked the council why nothing is being done.

Councilmember Fleck stated that the Public Works Director is taking notes and will fix the issues when he can.

Levulett stated that there are grants that can be pursued in order to fix streets.

**Current Business**

Discuss/Approve agreement with College of the Siskiyous – EMT Ride Along. Councilmember Fleck explained that this is a renewal of this agreement. Fleck moved to approve the agreement with the College of the Siskiyous – EMT Ride Along, Mayor Ryberg seconded and the motion passed 3-0 with Fleck, Ryberg, and Trost voting yes.

Discuss Mid-Year Budget Review for 2017/2018 Year. City Clerk explained to the council some of the changes that she has made since the last budget meeting. The council and Department Heads went through the budget by each line item for each department and discussed changes, and edits, etc.

**Council Statements and Request**

**CORRESPONDENCE**

**Adjournment**

There being no further business; the meeting was adjourned at 3:22 pm.

Respectfully Submitted,

Sarah Griggs

City Clerk

**MINUTES**  
**REGULAR MEETING OF THE ETNA CITY COUNCIL**  
**Monday May 21, 2018**

Members of the Etna City Council met on this 21<sup>st</sup> day of May 2018, at the Etna City Council Chambers. Mayor Ryberg called the meeting to order and led in the salute to the flag of the United States of America.

**Roll Call**

Councilmembers Kyle Peterson, Lori Fleck, Mayor Ryberg, and Mitch Trost were present. Councilmember Jaime Tarne was absent.

**Oral Comments from the Public on Non-Agenda Item**

None.

**Consent Calendar**

Minutes from the Regular Meeting May 7, 2018, and the Check Register were presented for approval. Councilmember Trost moved to approve the Consent Calendar, councilmember Peterson seconded and the motion passed 4-0 with Fleck, Peterson, Ryberg, and Trost voting yes.

**Council/Employee Reports**

Councilmember Peterson informed the council about a Google sponsored event that will be taking place.

Councilmember Fleck asked Peterson about the status of a work request that was made by the Ambulance Department. Peterson said he would talk to Dan Burbank about it.

Councilmember Trost stated that the new park showers are up and running now, and available for use, and thanked Dan Burbank.

City Clerk Sarah Griggs stated that she put financials in the packet for the council and they need to schedule the next budget review meeting.

Dan Burbank explained that he is trying to get the lift here for the beginning of June to cut the dead branches from the oak trees in the park. Burbank stated that he knows there has been a lot of work requests and he will get to them when he can.

**Current Business**

Mayor Ryberg elected to move Mitch Thackeray's agenda item first.

Discuss/Approve lifeguards for 2018 Pool Season, flyers for swim lessons, and renting the pool for private use. Mitch Thackeray, the new pool manager, gave the council and audience a report on everything they have been working on up at the pool. Thackeray asked council approval for the list of lifeguards that are provided in the council packet. Councilmember Peterson moved to approve the lifeguards for 2018, councilmember Trost seconded and the motion passed 4-0 with Fleck, Peterson, Ryberg, and Trost voting yes.

Thackeray and the council discussed the pool flyers and some additional changes that could be made to make a better flyer.

Thackeray requested council approval for renting the pool to Kidder Creek Camp, and waive the pool rental fee. The council did not agree to waive the entire fee, but to discount it to \$100.00 per day for the rental. Councilmember Peterson moved to approve the pool rental for Kidder Creek Camp, councilmember Fleck seconded and the motion passed 4-0 with Fleck, Peterson, Ryberg, and Trost voting yes.

Discuss/Approve the Far North Summer Music Festival 2018. The council was provided with all of the requested/necessary information about/for this event. Councilmember Fleck moved to approve the Far North Summer Music Festival, councilmember Trost seconded and the motion passed 4-0 with Fleck, Peterson, Ryberg, and Trost voting yes.

Discuss/Approve pot holes on Bryan and Charles streets. Steve Levulett addressed the council again regarding the pot holes on the streets. Levulett also commented on the air that he has in his water pipes and stated that if there is damage to his house the city will pay for it. Dan Burbank responded stating that he has checked this issue, and cannot find any air in the lines. Councilmember Peterson agreed that Bryan Street is in bad shape, and stated that he has informed Dan Burbank of the repairs that are needed and Dan will fix the pot holes when he can.

Discuss/Approve to extend water and sewer services to Kyle Peterson, and Carrie Campbell's property. Councilmember Peterson explained that he and his wife are interested in receiving water/sewer services for their property. The council elected to table this item for another meeting when there is more information.

Discuss gift of public funds, and credit card surcharges. Councilmember Fleck provided the council with information to educate them and the public regarding the use of government (tax payer) funds. Fleck also reminded the council that when we are selling the patches the city needs to collect the sales tax.

### **Council Statements and Requests**

### **CORRESPONDENCE**

### **Adjournment**

There being no further business; the meeting was adjourned at 8:09 pm.

Respectfully Submitted,

Sarah Griggs

City Clerk

**MINUTES**  
**REGULAR MEETING OF THE ETNA CITY COUNCIL**  
**Monday June 4, 2018**

Members of the Etna City Council met on this 4<sup>th</sup> day of June 2018, at the Etna City Council Chambers. Mayor Ryberg called the meeting to order and led in the salute to the flag of the United States of America.

**Roll Call**

Councilmembers Kyle Peterson, Mayor Ryberg, Jaime Tarne and Mitch Trost were present. Councilmember Lori Fleck was absent.

**Oral Comments from the Public on Non-Agenda Item**

None.

**Council/Employee Reports**

Councilmember Trost gave a brief report on how well the park is doing.

City Clerk Sarah Griggs mentioned that Jenny Bennett will be having her baby this Wednesday and will taking her leave now.

**Consent Calendar**

Minutes from the Regular Meeting May 21, 2018, Special Meeting May 8, 2018, the Check Register, and Resolution 907-2018 Resolution of the City Council of the City of Etna calling and giving Notice of a General Municipal Election to be held on November 6, 2018, and requesting consolidation of this election with the statewide election were presented for approval. Councilmember Trost moved to approve the Consent Calendar, councilmember Peterson seconded and the motion passed 4-0 with Peterson, Ryberg, Tarne and Trost voting yes, with a minor correction to the minutes.

Mayor Ryberg briefly explained the Resolution that was on the Consent Calendar to the audience.

**Current Business**

Discuss swearing in and badge pinning of the Explorers. Police Chief Josh Short explained to the council that they would like to honor the Explorers by pinning them with a badge, and swearing them in. The Explorers were present and received their badges, and City Clerk Sarah Griggs swore them in.

Discuss/Approve consideration of Scott Valley Rural Health Building spruce up as a Community Service Project for Etna PAL Youth Mentoring Program. Chief Short would like to use the Rural Health Clinic building when it becomes vacant for the Youth Mentoring Program. This is a city owned building that will be vacant in the near future. Council took no action.

Discuss/Approve a parklet being placed in front of Denny Bar Co. Lance Banks provided a design of the proposed parklet. Banks explained that no costs associated with this project will come from the city. Audience member Davie Martin asked what was the decided in

the past meetings regarding parklets. Councilmember Trost explained that they approved constructing parklets if business owners wanted them. Martin disagreed and stated that the council approved an application process for constructing a parklet in the past meetings. Mayor Ryberg explained that Lance Banks is requesting approval because there is not an application yet. Martin clarified that since there is no application process they can simply ask permission from the council to move forward with the project. Another audience member asked what would happen if all of the businesses wanted a parklet. Councilmember Peterson responded that this specific project location will not eliminate any current parking on Main Street. Banks explained that they have multiple reasons for constructing a parklet at this location, one being safety. The council took no action

Discuss/Approve hiring of two new ambulance members. Councilmember Peterson moved to approve the two new EMT hires for the Etna Ambulance, councilmember Trost seconded and the motion passed 4-0 with Peterson, Ryberg, Tarne, and Trost voting yes.

Discuss/Approve financial contribution to the Google Start-up Event in Mt. Shasta in October 2018. Councilmember Peterson briefly described this event involving high school kids and working with professionals in the community towards a goal. A financial contribution of some kind would help support the event and its costs, the amount would be approximately \$50.00 to \$100.00. Mayor Ryberg commented that he is not sure why Etna should contribute to the event. Peterson will bring this item back again with more information. Council took no action.

Discuss/Approve MOU with Siskiyou County to sell Summer STAGE Passes. Mayor Ryberg explained that this gives Etna permission to sell these passes, which will give students/kids that live in Yreka for example an opportunity to use the STAGE and come to Etna for things like the pool etc. Councilmember Peterson moved to approve the MOU with Siskiyou County to sell Summer STAGE Passes, councilmember Tarne seconded and the motion passed 4-0 with Peterson, Ryberg, Tarne, and Trost voting yes.

## **Council Statements and Requests**

Councilmember Tarne commented on the stop sign that someone hit, and is wondering when the sign will be repaired. Councilmember Peterson stated that there is a pending work order regarding the stop sign and it being repaired.

## **CORRESPONDENCE**

### **Adjournment**

There being no further business; the meeting was adjourned at 8:09 pm.

Respectfully Submitted,

Sarah Griggs

City Clerk

**MINUTES**  
**REGULAR MEETING OF THE ETNA CITY COUNCIL**  
**Monday June 18, 2018**

Members of the Etna City Council met on this 18<sup>th</sup> day of June 2018, at the Etna City Council Chambers. Mayor Ryberg called the meeting to order and led in the salute to the flag of the United States of America.

**Roll Call**

Councilmembers Lori Fleck, Kyle Peterson, Jaime Tarne and Mitch Trost were present. Mayor Ryberg was absent, Mayor Pro-Tem Lori Fleck led the meeting.

**Oral Comments from the Public on Non-Agenda Item**

Davie Martin expressed some concerns regarding the Music Festival and Main Street being closed all day. Martin stated that she was unaware that Main Street will be closed for 8 hours on a regular work day for the festival. Councilmember Tarne explained that they cannot discuss this issue any further as it is not an agenda item.

**Council/Employee Reports**

Councilmember Fleck asked about the Museum door and when it will be installed. Councilmember Peterson replied that he was under the impression that it had been installed about two months ago. Peterson will look into this matter.

Councilmember Tarne reported that the pool has been opened for two weeks and it is doing really well, also Mitch Thackeray is doing a good job as the new pool manager. Tarne also stated that they will be getting ready to replace the roof on the pool building.

Fire Chief Alan Kramer reported that Fire Department has been very busy.

Councilmember Fleck stated that one of the paramedics recently resigned, and she will be looking into ways that can help reduce costs for the department.

Councilmember Trost reported that that lot of the dead branches on the trees located at the park have been trimmed, and right now the park has been pretty slow.

**Current Business**

Discuss/Approve Siskiyou Connect 2-1-1 an information referral system for Siskiyou County residents to access community services. Item withdrawn.

Discuss/Approve Contract Change Order #1 for the Collier Way ADA Ramp and Sidewalk Project. City Engineer Morgan Eastlick requested council approval for a change in the contract to construct a new ADA compliant curb ramp since there is enough money to do so. Councilmember Peterson moved to approve Contract Change Order #1, councilmember Trost seconded and the motion passed 4-0 with Fleck, Peterson, Tarne, and Trost voting yes.

Discuss/Approve Partial Pay Estimate #1 for the Collier Way ADA Ramp and Sidewalk Project. Morgan Eastlick requested council approval for a partial payment for this project. Eastlick also stated that the project is getting close to being complete. Councilmember Peterson

moved to approve Partial Pay Estimate #1 for the Collier Way ADA Ramp and Sidewalk Project, councilmember Tarne seconded and the motion passed 4-0 with Fleck, Peterson, Tarne, and Trost voting yes.

Discuss/Approve contract with Zoll Medical for preventative maintenance. Councilmember Tarne moved to approve the contract with Zoll Medical for preventative maintenance, councilmember Peterson seconded and the motion passed 4-0 with Fleck, Peterson, Tarne, and Trost voting yes.

Discuss/Approve purchase of some unbudgeted items. Item withdrawn.

Discuss/Approve financial contribution to the Siskiyou Start-up Event in Mt. Shasta in October 2018. Councilmember Peterson gathered more information about this event and explained that the event is to encourage entrepreneurial business development in Siskiyou County. The financial contribution will be used to help with advertising for the event. The council discussed an amount to contribute and agreed on the amount of \$125.00. Councilmember Tarne moved to approve a financial contribution of \$125.00 to the Siskiyou Start-up Event, councilmember Fleck seconded and the motion passed 4-0 with Fleck, Peterson, Tarne, and Trost voting yes.

### **Council Statements and Requests**

Councilmember Fleck recommended setting up a date for a budget meeting. The council agreed to have a budget meeting scheduled for June 20, 2018 at 9:00 am.

### **CORRESPONDENCE**

#### **Adjournment**

There being no further business; the meeting was adjourned at 7:40 pm.

Respectfully Submitted,

Sarah Griggs

City Clerk

**MINUTES**  
**SPECIAL MEETING OF THE ETNA CITY COUNCIL**  
**Wednesday June 20, 2018**

Members of the Etna City Council met on this 20<sup>th</sup> day of June 2018, at the Etna City Council Chambers. Mayor Pro-Tem Fleck called the meeting to order and dispensed with the flag salute.

**Roll Call**

Council members Lori Fleck, Kyle Peterson, Jaime Tarne, and Mitch Trost were present. Mayor Ryberg was absent.

**Oral Comments from the Public on Non-Agenda Item**

None

**Current Business**

Discuss/Approve resignation of full time paramedic Erica Blockman. Councilmember Fleck requested approval for Erica Blockman's resignation, and explained that she would still like to be a volunteer for the department. Councilmember Peterson moved to approve accepting the resignation of Erica Blockman, Fleck seconded and the motion passed 4-0 with Fleck, Peterson, Tarne, and Trost voting yes.

Discuss/Approve advertising for an open full time paramedic position for the Etna Ambulance Department. Councilmember Tarne moved to approve advertising for a full time paramedic, councilmember Peterson seconded and the motion passed 4-0 with Fleck, Peterson, Tarne, and Trost voting yes.

Discuss/Approve Budget for 2018/2019 year. Councilmembers Fleck, Peterson, Tarne, Trost and various staff members continued to review the budget by each line item and made edits. No action taken.

**Council Statements and Request**

The council scheduled a policy meeting for July 9, 2018 at 3:00 pm.

**CORRESPONDENCE**

**Adjournment**

There being no further business; the meeting was adjourned at 11:45 am.

Respectfully Submitted,

Sarah Griggs

City Clerk



**MINUTES**  
**SPECIAL MEETING OF THE ETNA CITY COUNCIL**  
**Tuesday June 26, 2018**

Members of the Etna City Council met on this 26<sup>th</sup> day of June 2018, at the Etna City Council Chambers. Mayor Erik Ryberg called the meeting to order and dispensed with the flag salute.

**Roll Call**

Council members Lori Fleck, Mayor Ryberg, Jaime Tarne, and Mitch Trost were present. Kyle Peterson was absent.

**Oral Comments from the Public on Non-Agenda Item**

Derek Whitley asked to be put on the agenda for the July 2<sup>nd</sup> regular meeting regarding a publication of a short 3-5 minute video of the City of Etna for public use. Mayor Ryberg stated that this will be placed on the agenda for the next regular meeting.

Council member Kyle Peterson arrived 9:15 am.

**Current Business**

Discuss/Approve Budget for 2018/2019. The council and staff continued to review the budget and made additional changes.

**Council Statements and Request**

**CORRESPONDENCE**

**Adjournment**

There being no further business; the meeting was adjourned at 11:05 am.

Respectfully Submitted,

Sarah Griggs

City Clerk

**MINUTES**  
**REGULAR MEETING OF THE ETNA CITY COUNCIL**  
**Monday July 2<sup>nd</sup>, 2018**

Members of the Etna City Council met on this 2<sup>nd</sup> day of July 2018, at the Etna City Council Chambers. Mayor Ryberg called the meeting to order and led in the salute to the flag of the United States of America.

**Roll Call**

Councilmembers Lori Fleck, Kyle Peterson, Mayor Ryberg, Jaime Tarne and Mitch Trost were present.

**Oral Comments from the Public on Non-Agenda Item**

None.

**Council/Employee Reports**

Council member Peterson mentioned that Pacific Power will be looking into installing “smart meters” which will allow Pacific Power to scan your electric meter instead of physically walking to the meter and reading it.

Public Works Director Dan Burbank gave a brief report on recent fire activity.

City Clerk Sarah Griggs stated that Dunsmuir will be hosting the next LOLA meeting and would like the council to let her know who will be attending.

Police Chief Josh Short explained some of the traffic survey data that he has recently collected, and still believes that there is not a parking issue on Main Street.

Council member Fleck requested the California Flag be replaced in the near future.

**Consent Calendar**

The Check Register was presented for approval. Council member Peterson moved to approve the Consent Calendar, council member Fleck seconded and the motion was passed 5-0 with Fleck, Peterson, Ryberg, Tarne, and Trost voting yes.

**Current Business**

**Discuss/Approve the production of a short 3-5 minute video of Etna for public use.** Derek Whitley would like to make a 3-5 minute video to show case Etna. Whitley would like the council to approve help in funding for the event/video. **The council took no action at this time.**

**Discuss PAL assuming occupancy and restoration of the Odd Fellows Building.** Chief Short explained that the building was “gifted” to the Pleasure Park years ago. Denny Bar Co. was recently interested in purchasing the building, but the Pleasure Park would not receive any money, it would go to the Elks Lodge in Yreka due to the building being “gifted.” Now the Denney Bar is no longer interested in purchasing the building, so Chief Short would like PAL, and the community to participate in the restoration of the building and then use the space for

various community, and PAL activities. Council member Fleck asked more about what they will be restoring. Chief Short would like it to be restored back to how it used to look like. Shauna Jole from PAL also commented on the project. **Council took no action, discussion item only.**

**Discuss/Approve surplus of old Fire Department and Public Works vehicles.** Public Works Director is requesting approval to surplus the Old Crown Engine 1410, American La France Engine 1412, and Public Works Dodge Dakota vehicle. **Mayor Ryberg moved to approve a Resolution for Surplus Sale, council member Tarne seconded and the motion passed 5-0 with Fleck, Peterson, Ryberg, Tarne, and Trost voting yes.**

**Discuss/Approve canceling Scott Valley Fitness Center Membership.** City Clerk Sarah Griggs explained that the city has been receiving invoices from the Fitness Center for staff that are no longer using the Fitness Center, or no longer live in the area. Griggs requested approval to terminate the contract with the Fitness Center. **Council member Fleck moved to approve terminating the membership with Scott Valley Fitness Center, council member Tarne seconded and the motion passed 5-0 with Fleck, Peterson, Ryberg, Tarne, and Trost voting yes.**

**Discuss/Approve 18/19 Budget.** City Clerk Sarah Griggs asked council to schedule a meeting to continue to work through the budget. **The council agreed to schedule the next budget meeting for July 10, 2018 at 9:00 am.**

## **Council Statements and Requests**

### **SUMMARY**

- **Discuss/Approve the production of a short 3-5 minute video of Etna for public use.** No Action
- **Discuss PAL assuming occupancy and restoration of the Odd Fellows Building.** Discussion item only.
- **Discuss/Approve surplus of old Fire Department and Public Works vehicles.** Mayor Ryberg moved to approve a Resolution for Surplus Sale, council member Tarne seconded and the motion passed 5-0 with Fleck, Peterson, Ryberg, Tarne, and Trost voting yes.
- **Discuss/Approve canceling Scott Valley Fitness Center Membership.** Council member Fleck moved to approve terminating the membership with Scott Valley Fitness Center, council member Tarne seconded and the motion passed 5-0 with Fleck, Peterson, Ryberg, Tarne, and Trost voting yes.
- **Discuss/Approve 18/19 Budget.** The council agreed to schedule the next budget meeting for July 10, 2018 at 9:00 am.

## **Adjournment**

There being no further business; the meeting was adjourned at 8:11 pm.

Respectfully Submitted,

Sarah Griggs

City Clerk

**MINUTES**  
**SPECIAL MEETING OF THE ETNA CITY COUNCIL**  
**Tuesday July 10, 2018**

Members of the Etna City Council met on this 10<sup>th</sup> day of July 2018, at the Etna City Council Chambers. Mayor Erik Ryberg called the meeting to order and dispensed with the flag salute.

**Roll Call**

Council members Lori Fleck, Kyle Peterson, Mayor Ryberg, Jaime Tarne, and Mitch Trost were present. .

**Oral Comments from the Public on Non-Agenda Item**

None

**Current Business**

Closed Session: Pursuant to Government Code Section: 54956.8 Real Property. Council began the closed session at 9:01 am and ended it at 9:39 am, no decisions were made.

Discuss/Approve Budget for 2018/2019. The council and staff continued to review the budget and made additional changes, and corrections. Council member Fleck moved to approve the 2018/2019 budget, council member Trost seconded and the motion passed 5-0 with Fleck, Peterson, Ryberg, Tarne, and Trost voting yes.

**Council Statements and Request**

**CORRESPONDENCE**

**Adjournment**

There being no further business; the meeting was adjourned at 10:39 am.

Respectfully Submitted,

Sarah Griggs

City Clerk

**MINUTES**  
**REGULAR MEETING OF THE ETNA CITY COUNCIL**  
**Monday July 16<sup>th</sup>, 2018**

Members of the Etna City Council met on this 16<sup>th</sup> day of July 2018, at the Etna City Council Chambers. Mayor Ryberg called the meeting to order and led in the salute to the flag of the United States of America.

**Roll Call**

Council members Lori Fleck, Kyle Peterson, Mayor Ryberg and Mitch Trost were present. Council member Jaime Tarne was absent.

**Oral Comments from the Public on Non-Agenda Item**

None.

**Council/Employee Reports**

Council member Fleck gave a brief report on Collier.

Council member Kyle Peterson is planning to meet with County Roads and Morgan Eastlick regarding streets.

City Clerk Sarah Griggs will be taking the week of August 6<sup>th</sup> through the 13<sup>th</sup>.

Mayor Ryberg spoke with Rod Myers from Great Northern about whether or not the city buying real property with CDBG monies.

**Consent Calendar**

The Check Register, and Resolution 908-2018 Declaring Certain Equipment as Surplus and Authorizing Disposal. Council member Fleck moved to approve the Consent Calendar, council member Trost seconded and the motion passed 4-0 with Fleck, Peterson, Ryberg, and Trost voting yes.

**Current Business**

**Discuss/Approve Contract Services to prepare the Annual Street Report.** Council member Trost moved to approve the contract services to prepare the Annual Street Report, council member Peterson seconded and the motion passed 4-0 with Fleck, Peterson, Ryberg, and Trost voting yes

**Discuss/Approve Professional Services Agreement with Siskiyou Technical Services, LLC.** Council member Fleck moved to approve the contract with Siskiyou Technical Services, LLC, council member Trost seconded and the motion passed 4-0 with Fleck, Peterson, Ryberg, and Trost voting yes.

**Council Statements and Requests**

None.

**Adjournment**

There being no further business; the meeting was adjourned at 7:30 pm.

Respectfully Submitted,

Sarah Griggs

City Clerk

**MINUTES**  
**SPECIAL MEETING OF THE ETNA CITY COUNCIL**  
**Tuesday July 17, 2018**

Members of the Etna City Council met on this 17<sup>th</sup> day of July 2018, at the Etna City Council Chambers. Mayor Erik Ryberg called the meeting to order and dispensed with the flag salute.

**Roll Call**

Council members Lori Fleck, Kyle Peterson, Mayor Ryberg, Jaime Tarne, and Mitch Trost were present. .

**Oral Comments from the Public on Non-Agenda Item**

None

**Current Business**

**Discuss/Approve clean up and remodel of the Council Chambers.** Council member Fleck feels embarrassed about the council chambers, and would like to have a space for Public Works Director Dan Burbank to have an office. There are several rearrangements that Fleck would like in order to make the Council Chambers more “functional.” Council member Tarne agreed that the Chambers does need to be cleaned up. Burbank will plan to begin work on this project. Tarne would like to set a date to revisit this project and come up with a floor plan and costs. **No action taken.**

**Discuss/Approve setting a date to develop and conduct Employee Performance Evaluations.** Council member Fleck would like to revise the current form and to encourage council and employees to really understand their jobs. Mayor Ryberg would like the focus to be more about communication between staff and council. Police Chief Josh Short expressed frustration about the evaluations and having a council that does not have much knowledge about specific positions and everything that goes into them. Council member Tarne explained that it is part of the commissioner’s responsibility to learn about their departments. **The council agreed that all employee evaluations be completed before August 20, 2018, and then schedule a closed session at 5:00 pm before the regular scheduled council meeting on August 20<sup>th</sup>.**

**Discuss/Approve Supervision of Employees.** Council member Fleck and Tarne would like department heads to have one single commissioner, instead of multiple commissioners, specifically Dan Burbank. Mayor Ryberg explained that Kyle Peterson is Dan’s commissioner and everything should be going through Kyle. **No action taken.**

**Discuss/Approve developing a policy on storing excess funds for use.** Council member Fleck would like to formally establish a written policy regarding how excess funds at the end of the year are handled. The council agreed that departments that do well with their budget should be able to save excess money at the end of the year, and that money can be used for capital outlay for equipment replacements etc. **Fleck will bring this up again for the August 20<sup>th</sup> regular meeting.**

**Discuss/Approve developing a matrix for record council decisions.** Council member Tarne would like to have more follow-up on decisions that the council has made. The council would like a recap at the end of the Minutes, and follow-up dates for decisions that were made.

Council member Fleck shared a sample of a decision matrix to consider for keeping track of council decisions. **Fleck moved to approve accepting the decision matrix and also set up a follow-up date for the 21<sup>st</sup> of January, Tarne seconded and the motion passed 5-0 with Fleck, Peterson, Ryberg, Tarne, and Trost voting yes.**

**Discuss/Approve confirming gym membership cancellation.** City Clerk Sarah Griggs confirmed that the membership has been terminated. Police Chief Short would like to see this replaced with another employee incentive to promote physical activity whether it is a stipend to purchase equipment, or another membership. Council member Fleck encouraged Chief Short to look at the Employee Policy and make necessary revisions and bring it back to council for approval at the August 20<sup>th</sup> meeting. **Council took no action.**

**Discuss/Approve commissioner program restructuring.** Council member Tarne is proposing that there be one council member to be a Business Liaison. Tarne would also like each commissioner's responsibilities to go together more, ex: Park, Pool, and Open Spaces. Mayor Ryberg suggests restructuring this after the election. **Tarne moved to approve restructured commissioner assignments effective November 19, 2018, Fleck seconded and the motion passed 5-0 with Fleck, Peterson, Ryberg, Tarne, and Trost voting yes.**

**Discuss/Approve review contract/MOU for the Library.** Council member Fleck will bring this back for a future council meeting.

**Discuss/Approve contract for City Attorney services.** Council member Fleck recommends putting an RFP to solicit other attorney options for the city. **The council agreed to send out RFPs for a new city attorney mailed by September 1<sup>st</sup>.**

**Discuss/Approve review of CPA Contracts for Audit and Pre-Audit.** Council member Fleck is concerned about how much has been spent for audit and pre-audit services. Fleck is proposing to send RFPs for CPA services to be mailed by September 1<sup>st</sup>. **Council member Tarne moved to approve sending RFPs for Audit and Pre-Audit Services, council member Trost seconded and the motion passed 5-0 with Fleck, Peterson, Ryberg, Tarne, and Trost voting yes.**

**(Mayor Ryberg left the meeting at 10:56 am)**

**Discuss/Approve contract for Janitorial Services.** Council member Fleck would like to revise and edit the current contract for Kiep-Er-Kleen and recommends the contract be for two years. The council agreed on the changes made and added a few more tasks, and duties for him at the park. **Council member Tarne moved to approve the contract with Kiep-Er-Kleen, council member Trost seconded and the motion passed 5-0 with Fleck, Peterson, Ryberg, Tarne, and Trost voting yes.**

**Discuss/Approve Strike Team, Ambulance, and Fire Response Review.** Council member Tarne explained that a team cannot be held back if they have an opportunity to respond and provide emergency services. Tarne will also follow-up on the MOU between Etna and Scott Valley. The council would like policies developed to say who and when gets to go on a Strike Team. Tarne will be reviewing/developing policies to help with various issues within the emergency response department.



## **SUMMARY:**

- **Discuss/Approve clean up and remodel of the Council Chambers.** Council member Tarne will work on a floor plan. No action taken.
- **Discuss/Approve setting a date to develop and conduct Employee Performance Evaluations.** All employee evaluations will be completed by August 20, 2018, and then reviewed at a closed session meeting at 5:00 pm before the regular scheduled council meeting.
- **Discuss/Approve Supervision of Employees.** No action taken.
- **Discuss/Approve developing a policy on storing excess funds for use.** Council member Fleck will begin working on a policy regarding excess funds and bring it back for the August 20<sup>th</sup> meeting.
- **Discuss/Approve developing a matrix for record council decisions.** Fleck moved to approve accepting the decision matrix and also set up a follow-up date for the 21<sup>st</sup> of January, Tarne seconded and the motion passed 5-0 with Fleck, Peterson, Ryberg, Tarne, and Trost voting yes.
- **Discuss/Approve confirming gym membership cancellation.** City Clerk Sarah Griggs confirmed that she has terminated the gym membership. No action taken.
- **Discuss/Approve commissioner program restructuring.** Tarne moved to approve restructured commissioner assignments effective November 19, 2018, Fleck seconded and the motion passed 5-0 with Fleck, Peterson, Ryberg, Tarne, and Trost voting yes.
- **Discuss/Approve review contract/MOU for the Library.** Council member Fleck will bring this item back at a future meeting.
- **Discuss/Approve contract for City Attorney services.** City Clerk Sarah Griggs will be working on the RFPs and getting them sent out by September 1<sup>st</sup>.
- **Discuss/Approve review of CPA Contracts for Audit and Pre-Audit.** Council member Tarne moved to approve sending RFPs for Audit and Pre-Audit Services, council member Trost seconded and the motion passed 5-0 with Fleck, Peterson, Ryberg, Tarne, and Trost voting yes.
- **Discuss/Approve contract for Janitorial Services.** Council member Tarne moved to approve the contract with Kiep-Er-Kleen, council member Trost seconded and the motion passed 5-0 with Fleck, Peterson, Ryberg, Tarne, and Trost voting yes.
- **Discuss/Approve Strike Team, Ambulance, and Fire Response Review.** Council member Tarne is planning to review and develop policies within the emergency services department.

## **Council Statements and Request**

## **CORRESPONDENCE**

### **Adjournment**

There being no further business; the meeting was adjourned at 11:36 am.

Respectfully Submitted,

Sarah Griggs

City Clerk

**MINUTES**  
**SPECIAL MEETING OF THE ETNA CITY COUNCIL**  
**Monday July 30, 2018**

Members of the Etna City Council met on this 30<sup>th</sup> day of July 2018, at the Etna City Council Chambers. Mayor Erik Ryberg called the meeting to order and dispensed with the flag salute.

**Roll Call**

Council members Lori Fleck, Kyle Peterson, Mayor Ryberg, Jaime Tarne, and Mitch Trost were present. .

**Oral Comments from the Public on Non-Agenda Item**

None

**Current Business**

Discuss/Approve Resolution 909-18 Adopting a list of projects for fiscal year 2018-19 funded by SB: 1 the Road Repair and Accountability Act of 2017. Council member Peterson explained that this resolution is required in order to receive SB: 1 Funding to help with road repair. Council member Fleck moved to approve Resolution 909-18, council member Peterson seconded and the motion passed 5-0 with Fleck, Peterson, Ryberg, Tarne, and Trost voting yes.

**Closed Session:** Mayor Ryberg began the closed session at 11:04 am: Discussion pursuant to Government Code Section: 54956.8 Real Property.

**Council Statements and Request**

**CORRESPONDENCE**

**Adjournment**

There being no further business; the meeting was adjourned.

Respectfully Submitted,

Sarah Griggs

City Clerk

**MINUTES**  
**REGULAR MEETING OF THE ETNA CITY COUNCIL**  
**Monday August 6<sup>th</sup>, 2018**

Members of the Etna City Council met on this 6<sup>th</sup> day of August 2018, at the Etna City Council Chambers. Mayor Ryberg called the meeting to order and led in the salute to the flag of the United States of America.

**Roll Call**

Council members Lori Fleck, Kyle Peterson, Mayor Ryberg, Jaime Tarne, and Mitch Trost were present.

**Oral Comments from the Public on Non-Agenda Item**

None.

**Consent Calendar**

Minutes from the Regular Meetings June 4, 2018, June 18, 2018, Minutes from the Special Meetings June 20, 2018, and June 26, 2018, and the Check Register were presented for council approval. Council member Peterson moved to approve the Consent Calendar, council member Trost seconded and the motion passed 5-0 with Fleck, Peterson, Ryberg, Tarne, and Trost voting yes.

**Council/Employee Reports**

Fire Chief Alan Kramer reported that resources currently down on the Carr Fire need to stay as long as possible due to the extreme fire activity. Kramer expects the fire to continue for some time, and this fire season to be significant.

Council member Jaime Tarne is proposing to do a “Dog Day” after the pool is closed to the public.

Council member Fleck gave a report on the Ambulance Department, and the Collier Rest Area.

**The council discussed a request for a partial reimbursement for the park rental.** Council member Peterson moved to approve a partial reimbursement for the park rental, the motion passed 4-1 with Peterson, Ryberg, Tarne, and Trost voting yes, and Fleck voting no.

Police Chief Josh Short gave a report about helping on with the Carr Fire Incident.

**Current Business**

**Discuss/Approve Partial Pay Estimate #4 and Contract Change Order #2 for 2017 Water System Improvements Project.** City Engineer Morgan Eastlick requested council approval for Partial Pay Estimate 34, and Contract Change Order #2. Fire Chief Alan Kramer reminded Morgan about fixing the fences that they had taken down on his property for access. Council member Peterson moved to approve Partial Pay Estimate #4 and Contract Change Order #2, council member Fleck seconded and the motion passed 5-0 with Fleck, Peterson, Ryberg, Tarne, and Trost voting yes.

**Discuss/Approve Final Pay Estimate and Contract Change Order #2 for Collier Way ADA Ramp and Sidewalk Project.** City Engineer Morgan Eastlick explained that with a little extra money leftover they will be able to extend the sidewalk. Eastlick is requesting council approval for Contract Change Order #2. Council member Tarne moved to approve Contract Change Order #2, council member Peterson seconded and the motion passed 5-0 with Fleck, Peterson, Ryberg, Tarne, and Trost voting yes. +

**Discuss/Approve a request that the City of Etna hire its own Public Health Inspector for our community.** Paystreak owner Debbie Behm is proposing that the City of Etna hire its own Public Health Inspector to help our local businesses work better with the County. Behm thinks that a part time position is feasible. Council member Peterson does not think any decision can be made without a proposal with financials etc. Mayor Ryberg explained that he is in favor of this proposal because of his experience working with the county personally. Ryberg believes that Siskiyou County does not provide any help for businesses. Chief Short commented that it has been increasingly difficult working with the county with various PAL events. Peterson does not understand what the advantage will be having our own health inspector. Fire Chief Kramer also commented that he has had a difficult time with the County and its Fire Code requirements, and they sort of take a “cookie cutter” approach to things. Kramer agrees that there needs to be a better way to communicate with the County. Peterson proposes to have a discussion with our local businesses regarding the issues they are having with the County. Behm assured the council that she is not the only business owner that is frustrated with the County. The council decided to schedule a special meeting in the near future and invite the local business owners to hear more about their issues with the County. Peterson moved to approve permitting Mayor Ryberg to talk with local business owners on behalf of the council and to schedule a meeting, council member Tarne seconded and the motion passed 5-0 with Fleck, Peterson, Ryberg, Tarne, and Trost voting yes.

**Discuss/Approve June 30, 2017 Audit.** Charlie Pillon discussed and answered questions from the council regarding the June 30, 2017 Audit. Pillon explained in detail specific figures in the General Fund. Council member Fleck asked about the water fund. Pillon further discussed the findings in the Audit report, and recommended that the council find someone to come in on a contract basis to help with accounting, and the financials part of the City. Mayor Ryberg moved to approve the June 30, 2017 Audit, council member Tarne seconded and the motion passed 5-0 with Fleck, Peterson, Ryberg, Tarne, and Trost voting yes.

**Discuss/Approve update website by commissioner.** Mayor Ryberg asked if there could be a mailbox at the office for John McGonagil. Council took no action.

**Discuss/Approve Commercial Loading Zone.** Council member Fleck is requesting that the commercial loading zone located on Diggles needs to be refined due to several citizen complaints with Denny Bar using the loading zone for personal parking. Chief Short stated that he will be looking into this issue and make contact with Denny Bar. Chief Short will look at the current ordinance regarding this issue. Mayor Ryberg requested Chief Short report his findings at the next council meeting. Council member Tarne pointed out that if we decide to enforce time limits on parking, then it needs to be enforced everywhere especially on Main Street. No action taken.

**Discuss/Approve Letter of Opposition to proposed Bureau of Cannabis Control Regulations.** Council member Fleck would like Mayor Ryberg to sign a letter in opposition to

proposed Bureau of Cannabis Control Regulations to allow delivery of marijuana to homes, business, etc. Chief Short stated that our current ordinance states that no deliveries will be allowed. Fleck is requesting approval of this letter and the Mayor to sign it. Mayor Ryberg agreed to sign the letter, however he doesn't necessarily agree with it due to people needing marijuana and not having the ability to obtain it. Council member Tarne does not want to lose local control on this issue, and is in favor of the letter because of this. Fleck moved to approve the letter and have the mayor sign it, council member Trost seconded and the motion passed 3-0 with Fleck, Tarne, and Trost voting yes, Peterson, and Ryberg voted abstain.

**Discuss/Approve new event – First Annual Dinner and Dive in at the Dotty Olson Community Pool.** Council member Fleck requested council approval to host a new event called Dinner and Dive at the Pool. This event will be sponsored by Scott Valley Rotary, and there will be a \$2.00 charge per person, and all net proceeds will be donated to the Etna City Pool. Fleck also stated that there will be no additional expenses to the city for this event except the cost of the lifeguards. This event will also give the opportunity to thank all of our sponsors. Council member Peterson moved to approve the First Annual Dinner and Dive at the Dotty Olson Community Pool, Ryberg seconded and the motion passed 5-0 with Fleck, Peterson, Ryberg, Tarne, and Trost voting yes.

### **Council Statements and Requests**

None.

### **Adjournment**

There being no further business; the meeting was adjourned at 9:08 pm.

### **SUMMARY**

- The council decided to reimburse a partial refund to the party that recently reserved the park.
- Discuss/Approve Partial Pay Estimate #4 and Contract Change Order #2 for 2017 Water System Improvements Project. Motion passed 5-0.
- Discuss/Approve Final Pay Estimate and Contract Change Order #2 for Collier Way ADA Ramp and Sidewalk Project. Motion passed 5-0.
- Discuss/Approve a request that the City of Etna hire its own Public Health Inspector for our community. Mayor Ryberg will be contacting the local businesses and work on scheduling a special meeting.
- Discuss/Approve June 30, 2017 Audit. Motion passed 5-0.
- Discuss/Approve update website by commissioner. No action taken.
- Discuss/Approve Commercial Loading Zone. No action taken, Chief Short will do more research on current ordinance.
- Discuss/Approve Letter of Opposition to proposed Bureau of Cannabis Control Regulations. Motion passed 3-0.
- Discuss/Approve new event – First Annual Dinner and Dive in at the Dotty Olson Community Pool. Motion passed 5-0.

Respectfully Submitted,

Sarah Griggs

City Clerk

**MINUTES**  
**REGULAR MEETING OF THE ETNA CITY COUNCIL**  
**Monday August 20<sup>th</sup>, 2018**

Members of the Etna City Council met on this 20<sup>th</sup> day of August 2018, at the Etna City Council Chambers. Mayor Ryberg called the meeting to order and led in the salute to the flag of the United States of America.

**Roll Call**

Council members Lori Fleck, Kyle Peterson, Mayor Ryberg, Jaime Tarne, and Mitch Trost were present.

**Oral Comments from the Public on Non-Agenda Item**

None.

**Consent Calendar**

Minutes from the Regular Meetings July 2, 2018, July 16, 2018, Minutes from the Special Meetings July 10, 2018, and July 17, 2018, and the Check Register were presented for council approval. Council member Peterson moved to approve the Consent Calendar, council member Trost seconded and the motion passed 5-0 with Fleck, Peterson, Ryberg, Tarne, and Trost voting yes.

**Council/Employee Reports**

Fire Chief Alan Kramer gave a brief report on the current fires.

Council member Kyle Peterson gave a brief report on the Public Works Department and possible streets getting paved in the future.

Council member Jaime Tarne gave a brief report on the pool and the free swim days are over now. Tarne is still planning on the Dog Day at the pool. Tarne is pleased with how successful the pool was this summer, and how well Mitch Thackeray did as the new pool manager.

Council member Mitch Trost gave a brief report on the park and how well the showers are doing.

City Clerk Sarah Griggs gave a brief report.

The council discussed some parking issues that are still currently happening on Main Street and in front of Denny Bar. Council member Tarne is frustrated with the parking in front of Denny Bar. The council would like the decision matrix implemented.

**Current Business**

**Discuss 2017 Annual Report for Siskiyou County Economic Development Council and Discover Siskiyou.** Bethany Mueller from Siskiyou County gave the council an update on the recent activities of the Siskiyou County Economic Development Council. Mueller also mentioned that there will be some workshops coming up in the near future that are free to attend.

Nikki Brown, also from the County, gave a brief report on the tourism district in the County. Mueller, and Brown presented a video to the council and the audience.

**Discuss/Approve Eligibility List for a full time medic and EMT position.** Ambulance Director Carrie Cummings explained that this will allow vacancies to get filled much faster. Mayor Ryberg moved to approve the Eligibility List, council member Peterson seconded and the motion passed 5-0 with Fleck, Peterson, Ryberg, Tarne, and Trost voting yes.

**Discuss/Approve Contract with Shasta Valley Pest Control.** Carrie Cummings requested council approval to terminate the contract with Orkin Pest Control, and start using Shasta Valley Pest Control instead. Council member Peterson moved to approve a contract with Shasta Valley Pest Control, council member Fleck seconded and the motion passed 5-0 with Fleck, Peterson, Ryberg, Tarne, and Trost voting yes.

**Discuss/Approve hiring Shane Scicluna for the Fire Department.** Fire Chief Alan Kramer explained that Shane Scicluna has been on the Fire Department in the past, and Kramer would like council approval to hire him for the department. Council member Trost moved to accept Shane Scicluna to the Fire Department, council member Peterson seconded and the motion passed 5-0 with Fleck, Peterson, Ryberg, Tarne, and Trost voting yes.

#### **Council Statements and Requests**

None.

#### **Adjournment**

There being no further business; the meeting was adjourned at 8:13 pm.

#### **SUMMARY**

- Discuss 2017 Annual Report for Siskiyou County Economic Development Council and Discover Siskiyou. Discussion item.
- Discuss/Approve Eligibility List for a full time medic and EMT position. Motion passed 5-0.
- Discuss/Approve Contract with Shasta Valley Pest Control. Motion passed 5-0.
- Discuss/Approve hiring Shane Scicluna for the Fire Department. Motion passed 5-0

Respectfully Submitted,

Sarah Griggs

City Clerk



**MINUTES**  
**REGULAR MEETING OF THE ETNA CITY COUNCIL**  
**Tuesday September 4<sup>th</sup>, 2018**

Members of the Etna City Council met on this 4<sup>th</sup> day of September 2018, at the Etna City Council Chambers. Mayor Ryberg called the meeting to order and led in the salute to the flag of the United States of America.

**Roll Call**

Council members Lori Fleck, Kyle Peterson, Mayor Ryberg, Jaime Tarne, and Mitch Trost were present.

**Oral Comments from the Public on Non-Agenda Item**

Liz Bowen spoke about the Veterans Parade and insurance to cover the parade that is scheduled in November.

Dr. Noah Perlman recently submitted a proposal to expand his medical practice and use the Health Clinic building for his practice. Dr. Perlman will be putting his proposal on an agenda for a future council meeting.

Amanda Schmalenberger stated she is in favor of the possible purchase of the old gas station on Main Street in order to add additional parking.

**Consent Calendar**

Minutes from the Regular Meetings August 6, 2018, August 20, 2018, Minutes from the Special Meeting July 30, 2018, and the Check Register were presented for approval. Council member Trost moved to approve the Consent Calendar, council member Peterson seconded and the motion passed 5-0 with Fleck, Peterson, Ryberg, Tarne, and Trost voting yes.

**Current Business**

**Discuss/Approve resignation of EMT Heather Whitchurch.** Council member Lori Fleck explained that Heather Whitchurch will still be staying on the roster for the Ambulance Department. Council member Peterson moved to approve Heather Whitchurch's resignation, council member Fleck seconded and the **motion passed 5-0 with Fleck, Peterson, Ryberg, Tarne, and Trost voting yes.**

**Discuss/Approve RFPs for City Attorney Services.** Council member Fleck explained that the contract with the current city attorney has recently expired and the City Council decided to send RFPs out to solicit City Attorney Services. The council will set a meeting to discuss the proposals that were received from other attorneys. **Council took no action.**

**Discuss/Approve Council Chambers new floor plan.** Public Works Director Dan Burbank developed a new floor plan for the Council Chambers and it was presented in the council packet. **Council took no action.**

**Discuss/Approve road repairs for Charles, Cleveland, Church, and Bryan streets to be performed by County Public Works Department.** Council member Peterson explained

that the project cost for this is estimated at \$36,871.88, and the funds would come from Gas Tax Savings Fund. Mayor Ryberg moved to approve this project for road repairs, council member Tarne seconded and the **motion passed 5-0 with Fleck, Peterson, Ryberg, Tarne, and Trost voting yes.**

**Discuss/Approve purchase of orange service station on Main Street.** Mayor Ryberg explained that owning this property could solve some current problems with parking, public space, etc.

Audience member Davie Martin spoke with someone recently that was interested in purchasing the property and just wanted to share this information with the council.

Che'usa Wend addressed the council and read some information she gathered. Wend informed the council that there is a project currently to remove hydrocarbon ground contamination and the project is 50% complete, also any new buyer will have to take over the project. Wend does not think purchasing this property is a good idea.

Jim Peluso addressed the council and audience. Peluso has been in real estate for 30 years, and he thinks the city should look into the future. He researched downtown and learned that Corrigan's Bar owns from the building edge to the Fire Department building edge, and yet city fire fighters park in that area. Peluso likes the idea of the city owning this property.

Che'usa Wend addressed the council again and reminded them that "this is Etna" and the people that come here like Etna the way it is.

Kori Hayden stated that she would like to see the building not deteriorate. Hayden is in favor of the city purchasing the building, and there are many grants out there that the city could take advantage of that will help with any projects associated with purchasing the property.

Deborah Behm, owner of Paystreak, is in favor of the city purchasing the property.

Lea Vandewater would like the city to have more "public space" to promote public interaction, and she is in favor of the city purchasing the property.

Jim Peluso addressed the council again and stated that if the city is building infrastructure for the future that is a good thing.

Council member Lori Fleck stated that according to the 15/16 audit the city was in the red.

Council member Kyle Peterson stated that Fleck was miss-leading the audience about the city being in the red, and the funds used to purchase the property would come out of a different fund.

Mayor Ryberg proposes that the city use the funds from selling the building that the clinic is in after they move out to purchase the old service station property.

Megan Peterson shared a few concerns, and also thinks that if the city owned the property it could potentially generate positive cash flow.

Lance Banks also shared that he is in favor of the city owning this property, and agrees with Jim Peluso that the city needs to consider the future.

Deborah Behm stated that parking is an issue on Main Street, particularly in front of her business, and she predicts that the parking problem here will get much worse in the future.

Mayor Ryberg thinks that the city should agree to sell the building on Diggles Street, where the clinic is, and purchase the old service station on Main Street. Council member Fleck feels that the money used to purchase another property can be better spent somewhere else.

Kori Hayden reminded the audience about additional funding that can be available through grants.

Orin Lewis, recently purchased Wildwood Crossing, pointed out that Main Street business area is not very large, and is not necessarily in favor of turning a potentially valuable space into a parking lot instead of another business.

Council member Jaime Tarne commented that she is not willing to sell a city building for temporary fixes. Tarne also stated that if the city does purchase the building it does not mean that it is taking a business opportunity away, and the building has been empty for years.

Mayor Ryberg moved to approve looking into *the possibility of* purchasing the service station contingent on the toxic waste problem being taken care of. Council member Peterson seconded and the **motion passed 5-0 with Fleck, Peterson, Ryberg, Tarne, and Trost voting yes.**

**Discuss/Approve options for departing council members Ryberg, and Peterson.**

Mayor Ryberg reminded the audience that there will be two vacancies coming up and City Hall is welcoming write-in candidates for the vacancies. Ryberg would like the word to apply for council be out before November. **Council took no action.**

**Discuss/Approve new member Nick Kraus to the Etna Fire Department.** Fire Chief Alan Kramer thanked the audience for all of their input. Kramer requested council approval for Nick Kraus to be on the Etna Fire Department. Mayor Ryberg moved to approve Nick Kraus as a new member on the Etna Fire Department, council member Peterson seconded and the **motion passed 5-0 with Fleck, Peterson, Ryberg, Tarne, and Trost voting yes.**

### **Council Statements and Requests**

None.

### **Adjournment**

There being no further business; the meeting was adjourned at 8:46 pm.

### **SUMMARY**

- **City Council accepted Heather Whitchurch's resignation**
- **City Council will set a meeting to discuss RFPs submitted from City Attorneys**
- **Council took no action on the new floor plan for the Chambers**
- **City Council approved the County Public Works to begin road repair project**
- **City Council approved looking into purchasing the old service station on Main Street**
- **City Hall will be accepting write-ins for council vacancies**
- **City Council approved Nick Kraus for the Etna Fire Department.**

### **Council/Employee Reports**

Council member Tarne gave a report on the pool and how well it did this summer. Tarne also explained that they will have the “Dog Day” at the pool on Saturday September 8<sup>th</sup> from 1:00 pm to 4:00 pm.

Council member Fleck reported that the Dinner and Dive event was very successful.

Council member Trost reported that the park had done very well this summer and the showers were very popular this year.

Respectfully Submitted,

Sarah Griggs

City Clerk

**MINUTES**  
**REGULAR MEETING OF THE ETNA CITY COUNCIL**  
**Tuesday September 4<sup>th</sup>, 2018**

Members of the Etna City Council met on this 4<sup>th</sup> day of September 2018, at the Etna City Council Chambers. Mayor Ryberg called the meeting to order and led in the salute to the flag of the United States of America.

**Roll Call**

Council members Lori Fleck, Kyle Peterson, Mayor Ryberg, Jaime Tarne, and Mitch Trost were present.

**Oral Comments from the Public on Non-Agenda Item**

Liz Bowen spoke about the Veterans Parade and insurance to cover the parade that is scheduled in November.

Dr. Noah Perlman recently submitted a proposal to expand his medical practice and use the Health Clinic building for his practice. Dr. Perlman will be putting his proposal on an agenda for a future council meeting.

Amanda Schmalenberger stated she is in favor of the possible purchase of the old gas station on Main Street in order to add additional parking.

**Consent Calendar**

Minutes from the Regular Meetings August 6, 2018, August 20, 2018, Minutes from the Special Meeting July 30, 2018, and the Check Register were presented for approval. Council member Trost moved to approve the Consent Calendar, council member Peterson seconded and the motion passed 5-0 with Fleck, Peterson, Ryberg, Tarne, and Trost voting yes.

**Current Business**

**Discuss/Approve resignation of EMT Heather Whitchurch.** Council member Lori Fleck explained that Heather Whitchurch will still be staying on the roster for the Ambulance Department. Council member Peterson moved to approve Heather Whitchurch's resignation, council member Fleck seconded and the **motion passed 5-0 with Fleck, Peterson, Ryberg, Tarne, and Trost voting yes.**

**Discuss/Approve RFPs for City Attorney Services.** Council member Fleck explained that the contract with the current city attorney has recently expired and the City Council decided to send RFPs out to solicit City Attorney Services. The council will set a meeting to discuss the proposals that were received from other attorneys. **Council took no action.**

**Discuss/Approve Council Chambers new floor plan.** Public Works Director Dan Burbank developed a new floor plan for the Council Chambers and it was presented in the council packet. **Council took no action.**

**Discuss/Approve road repairs for Charles, Cleveland, Church, and Bryan streets to be performed by County Public Works Department.** Council member Peterson explained

that the project cost for this is estimated at \$36,871.88, and the funds would come from Gas Tax Savings Fund. Mayor Ryberg moved to approve this project for road repairs, council member Tarne seconded and the **motion passed 5-0 with Fleck, Peterson, Ryberg, Tarne, and Trost voting yes.**

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Audience member Davie Martin spoke with someone recently that was interested in purchasing the property and just wanted to share this information with the council.

Che'usa Wend addressed the council and read some information she gathered. Wend informed the council that there is a project currently to remove hydrocarbon ground contamination and the project is 50% complete, also any new buyer will have to take over the project. Wend does not think purchasing this property is a good idea.

Jim Peluso addressed the council and audience. Peluso has been in real estate for 30 years, and he thinks the city should look into the future. He researched downtown and learned that Corrigan's Bar owns from the building edge to the Fire Department building edge, and yet city fire fighters park in that area. Peluso likes the idea of the city owning this property.

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Kori Hayden stated that she would like to see the building not deteriorate. Hayden is in favor of the city purchasing the building, and there are many grants out there that the city could take advantage of that will help with any projects associated with purchasing the property.

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Council member Lori Fleck stated that according to the 15/16 audit the city was in the red.

Council member Kyle Peterson stated that Fleck was miss-leading the audience about the city being in the red, and the funds used to purchase the property would come out of a different fund.

Mayor Ryberg proposes that the city use the funds from selling the building that the clinic is in after they move out to purchase the old service station property.

Megan Peterson shared a few concerns, and also thinks that if the city owned the property it could potentially generate positive cash flow.

Lance Banks also shared that he is in favor of the city owning this property, and agrees with Jim Peluso that the city needs to consider the future.

Deborah Behm stated that parking is an issue on Main Street, particularly in front of her business, and she predicts that the parking problem here will get much worse in the future.

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Orin Lewis, recently purchased Wildwood Crossing, pointed out that Main Street business area is not very large, and is not necessarily in favor of turning a potentially valuable space into a parking lot instead of another business.

Council member Jaime Tarne commented that she is not willing to sell a city building for temporary fixes. Tarne also stated that if the city does purchase the building it does not mean that it is taking a business opportunity away, and the building has been empty for years.

Mayor Ryberg moved to approve looking into purchasing the service station contingent on the toxic waste problem being taken care of. Council member Peterson seconded and the **motion passed 5-0 with Fleck, Peterson, Ryberg, Tarne, and Trost voting yes.**

**Discuss/Approve options for departing council members Ryberg, and Peterson.**

Mayor Ryberg reminded the audience that there will be two vacancies coming up and City Hall is welcoming write-in candidates for the vacancies. Ryberg would like the word to apply for council be out before November. **Council took no action.**

**Discuss/Approve new member Nick Kraus to the Etna Fire Department.** Fire Chief Alan Kramer thanked the audience for all of their input. Kramer requested council approval for Nick Kraus to be on the Etna Fire Department. Mayor Ryberg moved to approve Nick Kraus as a new member on the Etna Fire Department, council member Peterson seconded and the **motion passed 5-0 with Fleck, Peterson, Ryberg, Tarne, and Trost voting yes.**

### **Council Statements and Requests**

None.

### **Adjournment**

There being no further business; the meeting was adjourned at 8:46 pm.

### **SUMMARY**

- **City Council accepted Heather Whitchurch's resignation**
- **City Council will set a meeting to discuss RFPs submitted from City Attorneys**
- **Council took no action on the new floor plan for the Chambers**
- **City Council approved the County Public Works to begin road repair project**
- **City Council approved looking into purchasing the old service station on Main Street**
- **City Hall will be accepting write-ins for council vacancies**
- **City Council approved Nick Kraus for the Etna Fire Department.**

### **Council/Employee Reports**

Council member Tarne gave a report on the pool and how well it did this summer. Tarne also explained that they will have the “Dog Day” at the pool on Saturday September 8<sup>th</sup> from 1:00 pm to 4:00 pm.

Council member Fleck reported that the Dinner and Dive event was very successful.

Council member Trost reported that the park had done very well this summer and the showers were very popular this year.

Respectfully Submitted,

Sarah Griggs

City Clerk



**MINUTES**  
**SPECIAL MEETING OF THE ETNA CITY COUNCIL**  
**Tuesday September 11, 2018**

Members of the Etna City Council met on this 11<sup>th</sup> day of September 2018, at the Etna City Council Chambers. Mayor Erik Ryberg called the meeting to order and dispensed with the flag salute.

**Roll Call**

Council members Lori Fleck, Kyle Peterson, Mayor Ryberg, and Mitch Trost were present. Council member Jaime Tarne was absent.

**Oral Comments from the Public on Non-Agenda Item**

None

**Current Business**

**Discuss/Approve the hire of a new full time EMT James Elliot.** The City Council approved James Elliot as a full time EMT for the Etna Ambulance.

**Closed Session: Consider public employee appointment for the position of City Attorney.** The City Council conducted phone interviews with potential candidates for the City Attorney position. **No action was taken.**

**Council Statements and Request**

**CORRESPONDENCE**

**Adjournment**

There being no further business; the meeting was adjourned.

Respectfully Submitted,

Sarah Griggs

City Clerk

**MINUTES**  
**REGULAR MEETING OF THE ETNA CITY COUNCIL**  
**Monday September 17<sup>th</sup>, 2018**

Members of the Etna City Council met on this 17<sup>th</sup> day of September 2018, at the Etna City Council Chambers. Mayor Ryberg called the meeting to order and led in the salute to the flag of the United States of America.

**Roll Call**

Council members Kyle Peterson, Mayor Ryberg, and Mitch Trost were present. Council members Lori Fleck, and Jaime Tarne were absent.

**Oral Comments from the Public on Non-Agenda Item**

Che'usa Wend presented the council with some information regarding the Orange Service Station on Main Street.

**Consent Calendar**

Minutes from the Regular Meeting September 4, 2018, and the Check Register were presented for approval. Mayor Ryberg moved to approve accepting the Consent Calendar, Council member Peterson seconded and the motion passed 3-0 with Peterson, Ryberg, and Trost voting yes.

**Current Business**

**Discuss/Approve Jesse Kramer as a new member for the Etna Fire Department.** Council member Trost moved to approve postponing this item to the next council meeting scheduled for October 1, 2018. The motion passed 3-0 with Peterson, Ryberg, and Trost voting yes.

**Discuss/Approve Council Chambers new floor plan.** Council member Peterson shared some ideas involving the rearrangement of the Chambers. Council member Trost moved to approve postponing this item to the next council meeting scheduled for October 1, 2018. Mayor Ryberg seconded and the motion passed 3-0 with Peterson, Ryberg, and Trost voting yes.

**Council Statements and Requests**

**Adjournment**

There being no further business; the meeting was adjourned at 7:08 pm.

**SUMMARY**

- **City Council approved postponing both items to the next council meeting scheduled for October 1, 2018.**

**Council/Employee Reports**

Respectfully Submitted

Sarah Griggs, City Clerk

**MINUTES**  
**SPECIAL MEETING OF THE ETNA CITY COUNCIL**  
**Tuesday September 25, 2018**

Members of the Etna City Council met on this 25<sup>th</sup> day of September 2018, at the Etna City Council Chambers. Mayor Erik Ryberg called the meeting to order and dispensed with the flag salute.

**Roll Call**

Council members Lori Fleck, Kyle Peterson, Mayor Ryberg, Jaime Tarne, and Mitch Trost were present.

**Oral Comments from the Public on Non-Agenda Item**

Che'usa Wend asked for clarification on the Real Property to be discussed during Closed Session. Mayor Ryberg stated that it was the Orange Service Station. Wend was also confused as to why the council needed to go into Closed Session regarding the property. Council member Tarne explained that the City Council has not made a decision on whether or not they are going to try to purchase the property. Tarne stated there are no negotiators to negotiate anything for the property. Council member Peterson agreed with Tarne and stated that this is to discuss whether or not it is a good idea to move forward with the possibility of purchasing the property. Mayor Ryberg suggested to postpone this item for an open session meeting. Mayor Ryberg also explained exactly what the purpose of this meeting was, which was to discuss what the council is willing to pay for the property. Mayor Ryberg also referenced the last meeting on September 4, 2018 when they voted to move forward with looking into purchasing the property.

Rick Kramer asked if the tanks had been removed from the property. Mayor Ryberg answered that they don't know whether the tanks have been removed. Peterson commented that the current project for cleaning up the property is about two years out before it is completed. Kramer stated that when Ray's removed their tanks 30 years ago it costed about \$30,000. Tarne referred to the minutes from the September 4, 2018 when the council voted to approve looking into purchasing the property. Mayor Ryberg explained again that the reason for the Closed Session is to discuss a reasonable price for the property, and then it will go before an Open Session meeting.

**Current Business**

**Closed Session:** Mayor Ryberg closed the meeting at 3:32 pm

- **Discussion/Action Pursuant to Government Code Section: 54956.8 Real Property.**
- **Discussion/Action Pursuant to Government Code Section: 54957: Consider Public Employee Appointment for the position of City Attorney.**

**Closed Session ended 4:30 pm.**

City Council voted to approve making an offer for the property located at 414 Main Street 4-1, Fleck voted no.

City Council voted to approve Margaret Long from Redding, CA as the City Attorney.

**Council Statements and Request**

**CORRESPONDENCE**

**Adjournment**

There being no further business; the meeting was adjourned at 4:40 pm.

Respectfully Submitted,

Sarah Griggs

City Clerk

**MINUTES**  
**REGULAR MEETING OF THE ETNA CITY COUNCIL**  
**Monday October 1, 2018**

Members of the Etna City Council met on this 1<sup>st</sup> day of October 2018, at the Etna City Council Chambers. Mayor Ryberg called the meeting to order and led in the salute to the flag of the United States of America.

**Roll Call**

Council members Lori Fleck, Kyle Peterson, Mayor Ryberg, and Mitch Trost were present. Jaime Tarne was absent.

**Oral Comments from the Public on Non-Agenda Item**

Kory Hayden mentioned that Etna PAL is planning on having a Halloween Festival downtown and more information will be provided for the next meeting.

**Consent Calendar**

Minutes from the Regular Meeting September 17, 2018, Minutes from the Special Meetings September 11, 2018, and September 25, 2018, and the Check Register were presented for approval. Council member Fleck explained that she only received a refund of the pool deposit that she had paid and the pool commissioner Jaime Tarne told her that the city will refund her the full amount. Council member Peterson moved to approve the Consent Calendar, Trost seconded and the motion passed 4-0 with Fleck, Peterson, Ryberg, and Trost voting yes.

**Current Business**

**Discuss/Approve Jesse Kramer as a new member for the Etna Fire Department.** Fire Chief Alan Kramer requested council approval for Jesse Kramer to the Fire Department. Council member Peterson moved to approve Jesse Kramer as a new member of the Etna Fire Department, council member Fleck seconded and the motion passed 4-0 with Fleck, Peterson, Ryberg, and Trost voting yes.

**Discuss/Approve Council Chambers new floor plan.** The council took no action and postponed this item to the next meeting.

**Discuss/Approve correction of previously approved Minutes from September 4, 2018 meeting.** Council member Fleck would like a change be made to the Minutes from September 4, 2018. Mayor Ryberg moved to approve changing the Minutes, council member Peterson seconded and the motion passed 4-0 with Fleck, Peterson, Ryberg, and Trost voting yes.

**Discuss/Approve contract for City Attorney Services.** Council member Fleck explained that the council has selected Margaret E. Long, of Prentice, Long & Epperson, PC, to serve as the City Attorney for the City of Etna. Council member Peterson moved to approve Margaret E. Long at \$165.00 per hour for one month, Mayor Ryberg seconded and the motion passed 3-1 with Peterson, Ryberg, and Trost voting yes, council member Fleck voted no.

**Discuss/Approve donation of furniture and accept the end lease contract with Fairchild Medical Center.** Council member Fleck moved to approve accepting the end lease

contract from Fairchild Medical Center, and accept the donation of lobby furniture as of 9/30/2018. Council member Peterson seconded and the motion passed 4-0 with Fleck, Peterson, Ryberg, and Trost voting yes.

**Discuss on activity to date regarding possible purchase of Orange Service Station located at 414 Main Street.** Mayor Ryberg gave an update on where the council is with the possible purchase of the Service Station. Discussion item only, council took no action.

**Discuss/Approve implementing updates for the Housing Element prior to next year.** Council took no action.

## **Council Statements and Requests**

### **Adjournment**

There being no further business; the meeting was adjourned at 9:00 pm.

### **SUMMARY**

- **City Council approved Jesse Kramer for the Fire Department**
- **City Council postponed the new floor plan for the Council Chambers**
- **City Council approved the correction to the Minutes from the September 4<sup>th</sup> Meeting**
- **City Council approved the new City Attorney**
- **City Council approved the end lease for Fairchild Medical Center and accepted their furniture donation**
- **City Council discussed more on the possible purchase of 414 Main Street property**

## **Council/Employee Reports**

Respectfully Submitted

Sarah Griggs, City Clerk

**MINUTES**  
**SPECIAL MEETING OF THE ETNA CITY COUNCIL**  
**Thursday October 4, 2018**

Members of the Etna City Council met on this 4<sup>th</sup> day of October 2018, at the Etna City Council Chambers. Mayor Pro tem Lori Fleck called the meeting to order and dispensed with the flag salute.

**Roll Call**

Council members Lori Fleck, Kyle Peterson, and Mitch Trost were present. Mayor Ryberg and council member Jaime Tarne were absent.

**Oral Comments from the Public on Non-Agenda Item**

None

**Current Business**

**Discuss/Approve purchase of Blower Motor for the sewer ponds.** Council member Peterson moved to approve purchasing the Blower Motor for the sewer ponds, council member Trost seconded and the motion passed 3-0 with Fleck, Peterson, and Trost voting yes.

**Council Statements and Request**

**CORRESPONDENCE**

**Adjournment**

There being no further business; the meeting was adjourned at 3:37 pm.

Respectfully Submitted,

Sarah Griggs

City Clerk

**MINUTES**  
**REGULAR MEETING OF THE ETNA CITY COUNCIL**  
**Monday October 15, 2018**

Members of the Etna City Council met on this 15<sup>th</sup> day of October 2018, at the Etna City Council Chambers. Mayor Ryberg called the meeting to order and led in the salute to the flag of the United States of America.

**Roll Call**

Council members Kyle Peterson, Mayor Ryberg, Mitch Trost, and Jaime Tarne were present. Council member Lori Fleck was absent.

**Oral Comments from the Public on Non-Agenda Item**

Kory Hayden and Mary Kay Herold spoke about the Etna Beautification event scheduled for October 20<sup>th</sup> from 5:00 to 8:00 pm. Hayden also mentioned that she has a banner that says “Vote in November” that could be hung up.

Orin Lewis spoke about parking issues.

**Consent Calendar**

Minutes from the Regular Meeting October 1, 2018, Minutes from the Special Meeting October 4, 2018, and the Check Register were presented for approval. **Council member Trost made a motion to accept the Consent Calendar, council member Peterson seconded and the motion passed 4-0 with Peterson, Ryberg, Tarne, and Trost voting yes.**

**Current Business**

**Discuss/Approve 1<sup>st</sup> Annual Trunk or Treat located on Main Street October 4, 2018.** Orin and Tish Lewis, and Police Chief Josh Short briefly explained the event and requested council approval. **Council member Peterson moved to approve the 1<sup>st</sup> Annual Trunk or Treat, Mayor Ryberg seconded and the motion passed 4-0 with Peterson, Ryberg, Tarne, and Trost voting yes.**

**Discuss/Approve EFT Enrollment with Medi-Cal.** Council tabled item due to council member Lori Fleck’s absence.

**Discuss/Approve Draft Budget Finance Policies.** Council tabled item due to council member Lori Fleck’s absence.

**Discuss/Approve Easement for Ingress/Egress Quote from Engineer.** Council tabled item due to council member Lori Fleck’s absence.

**Discuss/Approve Lease/Rent for 115 Diggles Street – Former SVRH Clinic.** Council tabled item due to council member Lori Fleck’s absence.

**Discuss/Approve quote for tires for Medic 54.** Mayor Ryberg moved to approve the purchase of new tires for Medic 54, council member Peterson seconded and the motion passed 4-0 with Peterson, Ryberg, Tarne, and Trost voting yes.



**Discuss/Approve quote for Medic 56 services.** Council member Trost moved to approve quote for Medic 56 mechanical services, council member Tarne seconded and the motion passed 4-0 with Peterson, Ryberg, Tarne, and Trost voting yes.

**Discuss/Approve City Planner to attend a Cal Fire Meeting regarding Area Plan.**  
No action taken.

### **Council Statements and Requests**

#### **Council/Employee Reports**

Council member Jaime Tarne gave a brief report on some clean up.

Council member Kyle Peterson gave a brief report and stated that this meeting will be his last meeting due to him moving. Peterson was grateful for the opportunity to be on the council.

Audience member Deb Behm mentioned that a better “heads up” for when the water has to be shut up would be appreciated. Alan Kramer explained that this was an emergency, and not a planned event.

Mayor Ryberg mentioned that there will be a meeting coming up regarding pre-audit work.

### **Adjournment**

There being no further business; the meeting was adjourned at 7:56 pm.

### **SUMMARY**

- **Council approved the 1<sup>st</sup> Annual Trunk or Treat**
- **Council approved new tires for Medic 54, and Medic 56 to receive mechanical maintenance and repairs**

Respectfully Submitted

Sarah Griggs, City Clerk

**MINUTES**  
**SPECIAL MEETING OF THE ETNA CITY COUNCIL**  
**Monday October 29, 2018**

Members of the Etna City Council met on this 29<sup>th</sup> day of October 2018, at the Etna City Council Chambers. Mayor Erik Ryberg called the meeting to order and dispensed with the flag salute.

**Roll Call**

Council members Lori Fleck, Mayor Ryberg, and Jaime Tarne were present. Council member Mitch Trost was absent.

**Oral Comments from the Public on Non-Agenda Item**

None

**Current Business**

**CLOSED SESSION: Pursuant to Government Code Section Public Employee Appointment/City Attorney.**

**Mayor Ryberg and City Council went into Closed Session at 1:03 pm.**

**No decisions were made.**

**CORRESPONDENCE**

**Adjournment**

There being no further business; the meeting was adjourned at 2:23 pm.

Respectfully Submitted,

Sarah Griggs

City Clerk

**MINUTES**  
**SPECIAL MEETING OF THE ETNA CITY COUNCIL**  
**Monday November 5, 2018**

Members of the Etna City Council met on this 5<sup>th</sup> day of November 2018, at the Etna City Council Chambers. Mayor Erik Ryberg called the meeting to order and dispensed with the flag salute.

**Roll Call**

Council members Lori Fleck, Mayor Ryberg, and Jaime Tarne were present.

**Oral Comments from the Public on Non-Agenda Item**

None

**Current Business**

**Discuss/Approve council member appointment in lieu of election.** Mayor Ryberg moved to approve authorizing Mitch Trost as a council member in lieu of an election for a four year term. Council member Tarne seconded and the motion passed 3-0 with Fleck, Ryberg, and Tarne voting yes

**CORRESPONDENCE**

**Adjournment**

There being no further business; the meeting was adjourned at 9:01 am.

Respectfully Submitted,

Sarah Griggs

City Clerk

**MINUTES**  
**REGULAR MEETING OF THE ETNA CITY COUNCIL**  
**Monday November 5, 2018**

Members of the Etna City Council met on this 5<sup>th</sup> day of November 2018, at the Etna City Council Chambers. Mayor Ryberg called the meeting to order and led in the salute to the flag of the United States of America.

**Roll Call**

Council members Lori Fleck, Mayor Ryberg, Mitch Trost, and Jaime Tarne were present.

**Oral Comments from the Public on Non-Agenda Item**

John Adamson from Mt. Shasta introduced himself to the council and audience and stated that he is running for candidacy for a Trustee position for College of the Siskiyou, and he represents the area.

**Consent Calendar**

Minutes from the Regular Meeting October 10, 2018, and Minutes from the Special Meeting October 29, 2018 were presented for approval. Council member Trost moved to approve the Consent Calendar, council member Tarne seconded and the motion passed 4-0 with Fleck, Ryberg, Tarne, and Trost voting yes.

**Current Business**

**Discuss/Approve Mayor Ryberg to read proclamation for Read Across Siskiyou.** Mayor Ryberg read the proclamation for Read Across Siskiyou to the audience.

**Discuss/Approve Final Pay Estimate #5 for 2017 Water Systems Improvement Project.** Morgan Eastlick requested this item be tabled to a later meeting. Council member Fleck moved to table this item to the November 19<sup>th</sup> meeting, council member Tarne seconded and the motion passed 4-0 with Fleck, Ryberg, Tarne, and Trost voting yes.

**Discuss/Approve Contract Change Order #3 for 2017 Water Systems Improvement Project.** Morgan Eastlick requested this item to be tabled to a later meeting. Council member Fleck moved to table this item to the November 19<sup>th</sup> meeting, council member Tarne seconded and the motion passed 4-0 with Fleck, Ryberg, Tarne, and Trost voting yes.

**Discuss/Approve moving forward with Supplemental Activity to replace Howell Ave. water main and approve GNS sub recipient.** Rod Merys from Great Northern Services requested council approval to move forward with this project to replace the water main on Howell Avenue. Council member Trost moved to approve moving forward with Supplemental Activity to replace Howell Ave. water main and approve GNS sub recipient, council member Fleck seconded and the motion passed 4-0 with Fleck, Ryberg, Tarne, and Trost voting yes.

**Discuss/Approve EFT Enrollment with Medi-Cal.** Ambulance Director Carrie Cummings and council member Lori Fleck explained that this will help with expediting the funds. Mayor Ryberg moved to approve EFT Enrollment with Medi-Cal, council member Trost seconded and the motion passed 4-0 with Fleck, Ryberg, Tarne, and Trost voting yes.

**Discuss/Approve Draft Budget Finance Policies.** Discussion item only, council took no action. Council scheduled a workshop for the second week of January regarding financial policies.

**Discuss/Approve Easement for Ingress/Egress Quote from Engineer.** Council moved to table this item to a later meeting.

**Discuss/Approve Lease/Rent for 115 Diggles Street – Former SVRH Clinic.** Council took no action.

**Discuss/Approve resignation of Etna PD CSO Shawn Jole and advertise to fill vacancy.** Council member Mitch Trost moved to approve accepting the resignation of Shawn Jole, Mayor Ryberg seconded and the motion passed 4-0 with Fleck, Ryberg, Tarne, and Trost voting yes.

Police Chief Josh Short requested council approval to advertise the position in house, and would also like to modify some of the requirements for the position. The council did not agree with the idea of advertising the position in house. Mayor Ryberg moved to approve advertising the position open to the public posting it in the newspaper, and the Facebook page, council member Tarne seconded and the motion passed 3-1 with Ryberg, Tarne, and Trost voting yes. Council member Fleck voted no.

## **Council Statements and Requests**

### **Council/Employee Reports**

Chief Short gave a brief report on the roof repairs that he and a few other volunteers having been working on for the pool.

Council member Fleck explained that the “square/park” located next to the hardware store is in C-1 zone and needs to have a use permit.

City Clerk Sarah Griggs reminded the council that the rates for the water bills will be increasing.

Fire Chief Alan Kramer explained that he will not be opening up burning because everything is too dry.

## **Adjournment**

There being no further business; the meeting was adjourned at 8:33 pm.

## **SUMMARY**

- **Mayor Ryberg read the proclamation for Read Across Siskiyou**
- **The Final Pay Estimate, and Contract Change Order was tabled to a future meeting**
- **City Council approved moving forward with the project to replace the water main on Howell Ave.**
- **City Council approved EFT enrollment with Medi-Cal**

- **The Easement for Ingress/Egress Quote from Engineer was tabled to a future meeting**
- **City Council approved the resignation of CSO Officer Shawn Jole.**

Respectfully Submitted

Sarah Griggs, City Clerk

**MINUTES**  
**REGULAR MEETING OF THE ETNA CITY COUNCIL**  
**Monday December 3, 2018**

Members of the Etna City Council met on this 3<sup>rd</sup> day of December 2018, at the Etna City Council Chambers. Mayor Ryberg called the meeting to order and led in the salute to the flag of the United States of America.

**Roll Call**

Councilmembers Lori Fleck, Mayor Ryberg, Mitch Trost, and Jaime Tarne were present.

**Oral Comments from the Public on Non-Agenda Item**

Jill Beckmann introduced herself to the council and the audience.

**Consent Calendar**

Minutes from the Regular Meeting November 5, 2018, and Minutes from the Special Meeting November 5, 2018, the Check Register, and Resolution 911-2018 *Authorizing and Directing the City Clerk to file the Annual Certification that the City has met the Maintenance Effort Requirement for the Proposition 172 Public Safety Tax Allocation* were presented for council approval. Council member Trost moved to accept the Consent Calendar, Mayor Ryberg seconded and the motion passed 4-0 with Fleck, Ryberg, Tarne, and Trost voting yes.

**City Council Reports**

Mayor Ryberg explained that although Jaime Tarne's council term has ended she still remains on the council until her seat is filled. Ryberg has also received several comments regarding the Little League Field and some possible improvements that can be made to the field. Ryberg requested to schedule a special meeting to address the Little League Field.

Mayor Ryberg reported that he recently contacted a paving company for a ball park estimate on paving the lot by the Orange Service Station.

Police Chief Short commented that there are several local contractors that would be willing to help with anything associated with the Little League Field.

Council member Jaime Tarne reported that she would like to thank Josh Short for all of his effort with the PAL Christmas Party.

City Clerk Sarah Griggs reported that Charlie Pillon completed the audit for the city.

Chief Short gave a report on the PAL Party, and the completion of the new roof at the pool.

**Current Business**

**Discuss/Approve Final Pay Estimate #5 for 2017 Water System Improvements Project.** Council member Trost moved to approve the Final Pay Estimate #5, council member Trost seconded and the motion passed 4-0 with Fleck, Ryberg, Tarne, and Trost voting yes.

**Discuss/Approve Contract Change Order #3 for 2017 Water Systems Improvements Project.** Council member Fleck moved to approve the Contract Change Order #3, council member Trost seconded and the motion passed 4-0 with Fleck, Ryberg, Tarne, and Trost voting yes.

**Discuss/Approve 115 Diggles Street – Former SVRH Clinic.** Council member Fleck presented information involving rental fees, and proposed sale of the building. Fleck moved to approve offering the vacant space for rent or lease at \$600.00 per month, month-to-month lease, council member Tarne seconded and the motion passed 4-0 with Fleck, Ryberg, Tarne, and Trost voting yes.

**Discuss/Approve EFT Enrollment with Medi-Cal.** Council member Fleck moved to approve the enrollment for paperless Medi-Cal billing and posting, council member Tarne seconded and the motion passed 4-0 with Fleck, Ryberg, Tarne, and Trost voting yes.

**Discuss/Approve hire of CSO Officer/Police Administrator.** Chief Short requested council approval to hire Clint Whitchurch as the new CSO Officer for the City of Etna. Council member Fleck moved to approve Clint Whitchurch as the new CSO Officer, council member Trost seconded and the motion passed 4-0 with Fleck, Ryberg, Tarne, and Trost voting yes.

**Discuss end of year Park Report.** Council member Trost presented the council with a brief report of how well the park did with camping, showers, rentals, and lockers. No action taken.

**Discuss/Approve option to cash out vacation and/or comp time per pay period.** The council would like more information on this item and requested to have it brought back to a future meeting. Not action taken.

**Discuss/Approve Local Transportation Fund Claim for FY 2018/2019.** Mayor Ryberg moved to approve the Local Transportation Fund Claim for FY 2018/2019, council member Fleck seconded and the motion passed 4-0 with Fleck, Ryberg, Tarne, and Trost voting yes.

## **Council Statements and Requests**

## **Council/Employee Reports**

## **Adjournment**

There being no further business; the meeting was adjourned at 8:07 pm.

## **SUMMARY**

- Mayor Ryberg would like to set a meeting regarding issues with the Little League Field
- Council approved the Final Pay Estimate for the Water Systems Improvements Project
- Council approved Contract Change Order for the Water Systems Improvements Project
- Council approved offering the vacant space at 115 Diggles for rent at \$600.00 per month, month-to-month lease



- Council approved EFT Enrollment with Medi-Cal
- Council approved Clint Whitchurch as the new CSO Officer for the City of Etna
- Council approved the Local Transportation Fund Claim for FY 2018/2019

Respectfully Submitted

Sarah Griggs, City Clerk

**MINUTES**  
**SPECIAL MEETING OF THE ETNA CITY COUNCIL**  
**Tuesday December 4, 2018**

Members of the Etna City Council met on this 4<sup>th</sup> day of December 2018, at the Etna City Council Chambers. Mayor Erik Ryberg called the meeting to order and dispensed with the flag salute.

**Roll Call**

Councilmembers Mayor Ryberg, Jaime Tarne, and Mitch Trost were present. Councilmember Lori Fleck was absent.

**Oral Comments from the Public on Non-Agenda Item**

None

**Current Business**

**Discuss/Approve filling Councilmember vacancies.** Mayor Ryberg explained to the audience that there are two vacancies to fill, one being Kyle Peterson's, and the other is Jaime Tarne's. Tarne will remain on the council until her position is filled.

Mayor Ryberg, and councilmembers Tarne, and Trost asked several questions of each interested candidate.

Interested candidates were Rick Kramer, Cliff Munson, and Jill Beckman to fill Kyle Peterson's vacancy first. After much discussion with each candidate the council elected Jill Beckman to fill Kyle Peterson's vacancy.

Mayor Ryberg explained that the next vacancy to fill was Jaime Tarne's. Mayor Ryberg, and councilmembers Jill Beckmann, and Mitch Trost elected Jaime Tarne to fill the remaining vacancy.

**CORRESPONDENCE**

**Adjournment**

There being no further business; the meeting was adjourned at 11:06 am.

Respectfully Submitted,

Sarah Griggs

City Clerk

**MINUTES**  
**SPECIAL MEETING OF THE ETNA CITY COUNCIL**  
**Tuesday December 11, 2018**

Members of the Etna City Council met on this 11<sup>th</sup> day of December 2018, at the Etna City Council Chambers. Mayor Ryberg called the meeting to order and led in the salute to the flag of the United States of America.

**Roll Call**

Councilmembers Jill Beckmann, Lori Fleck, Mayor Ryberg, Jaime Tarne, and Mitch Trost were present.

**Oral Comments from the Public on Non-Agenda Item**

None

**Current Business**

**Discuss/Approve selecting a Mayor, Mayor Pro-Tem, and designate City Commissions.** Councilmember Trost moved to nominate Erik Ryberg as Mayor for the City of Etna, Beckmann seconded and the motion passed 4-1 with Fleck voting no. Mayor Ryberg moved to approve nominating Jaime Tarne as Mayor Pro-Tem, councilmember Fleck seconded and the motion passed 5-0 with Beckmann, Fleck, Ryberg, Tarne, and Trost voting yes.

Mayor Ryberg and the council discussed the various commissions and assigned them as follows:

Mitch Trost – Parks & Recreation, including Buildings

Jill Beckmann – Emergency Services, and Code Enforcement

Jaime Tarne – Public Works, and Swimming Pool

Lori Fleck – Community Liaison

Mayor Ryberg – Administration

The City Council recessed before they began the second half of the Special Meeting regarding the Little League Field.

**Discuss and action on Little League Field. Meeting to assess the field's needs and to make a Maintenance Plan, Renovation Plans, as well as any other needed improvements to the Little League Field.**

Various members of the Little League Board, and parents attended the late half of the meeting and discussed concerns and issues with the Little League Field. The Field is owned by the city, and its maintenance concerns were addressed. Mayor Ryberg explained to the audience that he would like to develop a Maintenance Plan that will satisfy all of the concerns regarding

the condition of the field. The Council would like to shift more attention to the field and are willing to work with the Little League Board.

## **CORRESPONDENCE**

### **Adjournment**

There being no further business; the meeting was adjourned at 8:06 pm.

Respectfully Submitted,

Sarah Griggs

City Clerk

**MINUTES**  
**SPECIAL MEETING OF THE ETNA CITY COUNCIL**  
**Thursday December 13, 2018**

Members of the Etna City Council met on this 13<sup>th</sup> day of December 2018, at the Etna City Council Chambers. Mayor Ryberg called the meeting to order and dispensed with the Flag Salute, and the roll call.

**Oral Comments from the Public on Non-Agenda Item**

None

**Current Business**

**Discuss/Approve to begin 60 day period of review of service station on Main Street.**  
**NOTE: This is not a decision to purchase the service station, it is a contract enabling city personnel to access the property and review disclosures of the service station property.**

Mayor Ryberg moved to approve signing the contract, councilmember Tarne seconded and the motion passed.

**CORRESPONDENCE**

**Adjournment**

There being no further business; the meeting was adjourned.

Respectfully Submitted,

Sarah Griggs

City Clerk