



**MINUTES**  
**REGULAR MEETING OF THE ETNA CITY COUNCIL**  
**Monday October 24, 2022**

Members of the Etna City Council met on this 24th day of October, via TELECONFERENCE and IN PERSON. Mayor Cliff Munson called the meeting to order and led in the Salute to the Flag of the United States of America.

**Roll Call**

Councilmembers Lori Fleck (ZOOM), Charnna Gilmore, Mayor Cliff Munson, Jason Deppen, and Brandon Fawaz were present.

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

**Consent Calendar**

- Minutes of the Regular Meeting September 26, 2022
- Invoice Approval List

**Ayes: Fawaz, Gilmore, Munson, Deppen**

**Council/Department Reports:**

Police Chief Josh Short provided a written report in the council packet. Chief Short has met with Caltrans. Councilmember Fawaz asked about providing services outside of both cities Fort Jones, and Etna.

Public Works Director Dan Burbank gave a report. The department has been spending a lot of time at the pool working on Prop 68 project.

Fire Chief Alan Kramer gave a brief report. Councilmember Deppen asked if there was someone staying (living) at the Fire Hall. Chief Kramer explained that there is someone that has participated in the department that stays there occasionally, but it is not ongoing.

Ambulance Director Teri Arrwood provided a report in the council packet.

City Clerk Pamela Eastlick is planning on attending a SCORE training in Anderson so she will be gone for that. Eastlick has been spending a lot of time working on the budget.

Mayor Munson said he has concerns about the budget.

City Manager Adam Cox reported that he has been spending a lot of time working with Eastlick on the budget and financials. Cox has been dealing with employee issues that will be addressed in closed session.

Mayor Munson reported that he signed a letter in support of interest for the County to apply for a Hazard Mitigation Grant.

**CURRENT BUSINESS:**

**\*\*CITY COUNCIL MEETING RECORDINGS ARE AVAILABLE ONLINE [www.etnaca.com](http://www.etnaca.com)\*\***

**Discuss/Approve Proclamation of the 15<sup>th</sup> Annual Read Across Siskiyou Event.** Councilmember Fawaz moved to approve Mayor Munson to read the Proclamation. Mayor Munson read the Proclamation. A representative from Scott Valley Family Resource Center provided the Council with copies of a children's book. Councilmember Gilmore seconded.

**Ayes: Gilmore, Munson, Deppen, Fawaz**

**Discuss/Approve Tourism Improvement District (TBID) Program. Approve Resolution 2022-022 – A Resolution of the City Council of the City of Etna, State of California, Granting Consent to the Count of Siskiyou to Renew the Siskiyou County Tourism Improvement District (SCTID). Review/Approve Letter and Updated TOT Form.** Heather Dodds, and Jen Thackeray from Discover Siskiyou were present and gave a background on the program. The City opted in the program in 2019 but has not remitted the TBID assessment portion of the Transient Occupancy Tax (TOT) that has been collected since 2020. The Council expressed support of the program and the City will begin remitting the TBID assessment to the program going forward.

**Discuss/Approve/Update City Council Commission Assignments.** Councilmember Deppen is assigned Public Works and Siskiyou Transportation Commission. Councilmember Fleck recommended someone take LAFCO and attend the meetings. Mayor Munson is assigned LAFCO.

**Discuss/Approve Current Dog Licensing Fees. Approve Resolution 2022-023 if fees are changed.** The City Council reviewed the fees for other cities. Councilmember Fawaz moved to adopt Resolution 2022-023 with the following fees of \$20.00 for unaltered dog and \$10.00 for altered dog. Fawaz amended the motion to \$25.00 for unaltered, \$10.00 for altered, senior discount \$20.00 unaltered, \$8.00 altered. Councilmember Deppen seconded and the motion passed.

**Ayes: Gilmore, Munson, Deppen, Fawaz**

**Discuss/Approve Annual Trunk or Treat Event Application.** Unclear who made the motion. Councilmember Gilmore seconded the Annual Trunk or Treat Event Application.

**Ayes: Gilmore, Munson, Deppen, Fawaz**

**Discuss/Approve Memorandum of Agreement (MOA) Between Siskiyou County and Etna City Police Department.** Councilmember Gilmore moved to approve the Memorandum of Agreement between Siskiyou County and Etna City Police Department. Councilmember Fawaz seconded and the motion passed.

**Ayes: Munson, Deppen, Fawaz, Gilmore**

**Discuss/Approve:**

- **Ambulance Administrative Job Positions**
- **Team Member Roles and Responsibilities**
- **Ambulance Pay Rates**
- **Team Member Manual**

Ambulance Director Teri Arrwood explained that the documents/manual have been reviewed by legal counsel. Councilmember Fawaz moved to approve Ambulance Administrative Job Positions, Team Member Roles and Responsibilities, Ambulance Pay Rates, and Team Member Manual. Mayor Munson commented on a few sections that need to be addressed. More discussion on the topic. Unclear who seconded the motion.

**Ayes: Gilmore, Munson, Deppen, Fawaz**

Councilmember Gilmore thanked Teri for all the work she put into the policies/manuals.

**Discuss/Approve 2022/2023 Budget.** The City Council and staff finished discussion on the remaining sections of the budget that they were unable to get through during the special meeting. The Council requested to schedule a special meeting for a final review of the budget and to approve the 2022/2023 Budget.

**CORRESPONDENCE:**

None.

**CITY COUNCIL STATEMENTS AND REQUESTS:**

**CLOSED SESSION: Pursuant to Government Code Section §54954.5(e)**

- **Public Employee Discipline/Dismissal/Release.** No reportable action.

**Adjournment**

There being no further business Mayor Munson ended the closed session and adjourned the meeting at 8:33 pm.

Respectfully submitted,

Jenny Bennett

Asst. City Clerk