



**MINUTES**  
**REGULAR MEETING OF THE ETNA CITY COUNCIL**  
**Monday September 11, 2023**

Members of the Etna City Council met on this 11<sup>th</sup> day of September, via TELECONFERENCE. Mayor Cliff Munson called the meeting to order and lead in the flag salute to the United States of America.

**Roll Call:**

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

**Consent Calendar:**

- Minutes of the Special Meeting August 28, 2023
- Minutes of the Regular Meeting August 28, 2023

**\*\*Technical Issue with Zoom Audio\*\***

The Council by a unanimous vote approved the Consent Calendar.

**Current Business:**

**Siskiyou Economic Development Presentation.** Representatives from Siskiyou Economic Development gave a background on several projects throughout the County that they have participated in and assisted with, one being the Trails End Music Festival by Denny Bar. They also gave a brief background on current programs and new programs that are available for businesses throughout the County. Heather Dodds, Program Director, explained how they use the Tourism Business Improvement District (TBID) money that they receive from the various cities that participate in the program. Dodds also gave a few updates on the program. Discussion regarding companies that monitor non-compliant Transient Occupancy Tax (TOT) contributors. No action taken.

**Discuss/Approve Williamson Lot Line Adjustment.** City Planner Richard Tinsman explained the project and answered questions. Tinsman provided a staff report for Council review. Council member Fawaz moved to make the finding that the project would not have a significant adverse effect on the environment and that we adopt the recommended CEQA exemptions. Council member Deppen seconded, and the motion passed.

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

Council member Deppen made a motion to adopt Resolution 2023-010 making the recommended findings for the lot line adjustment and approving the Williamson Lot Line Adjustment. Council member Gilmore seconded the motion.

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

**Discuss/Approve Notice of Exemption: Etna Creek Real Time Streamflow Monitoring Project.** Council member Gilmore recused herself from this item. Gilmore is the director of the Scott River Watershed Council and gave a background. The SRWC would like to place a real time streamflow gauge above the diversion to monitor the CFS intake. Gilmore is

requesting approval to find the project exempt from CEQA. Discussion on how the information will be communicated. Audience member Rick Kramer expressed concerns about allowing more government interference with the City's water system. Kramer asked about the term "managers" in the document. Discussion on the purpose of the gauge. Council member Deppen made a motion to find the project exempt from CEQA, council member Stacher seconded, and the motion passed.

**Ayes: Fawaz, Deppen, Munson, Stacher**

**Discuss/Approve Garland Tech IT Contract.** Sean Garland from Garland IT was present (Zoom) to answer questions regarding the contract. The proposal has been redone and is for a three-year plan at a lower price. The main concern is cyber security compliance. Council member Deppen asked about limits of liability in the contract. Council member Gilmore asked about the number of Microsoft licenses the City currently pays for. More discussion. Council member Fawaz asked about how secure the City needs to be. Garland recommended at least the minimum level of compliance, how information is stored and protected is critical. The Council expressed interest in learning more about what the City is responsible for being compliant. More discussion. City Clerk Eastlick expressed security concerns with credit card information and bank account information being stored. Garland will gather information regarding compliance. Mayor Munson recommended having a meeting before the regular meeting at 5:00 pm to discuss City compliance requirements. The Council tabled the Garland IT contract to the next regular meeting on September 25<sup>th</sup>.

**Discuss/Approve Grant Application Rural EMS Training and Stair Chair.** Clerk Eastlick will amend the ambulance budget to account for the \$500.00 expense. Council member Stacher made a motion to approve the grant application for Rural EMS Training and Stair Chair. Council member Deppen seconded, and the motion passed.

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

**Discuss City of Etna & Friends of the Pool Presentation.** Council member Gilmore gave a presentation for the Council and audience. Council members Gilmore, Fawaz, and members of the Friends of the Pool created a mission statement. Gilmore shared some of the history of the pool. Council member Deppen commented on transparency and whether enough of the fundraising is coming to the City to help fund the pool. Clerk Eastlick asked about the accounting of the funds that Friends of the Pool raise. Gilmore emphasized the importance of building trust between the City and the Friends. Discussion about forming a committee to work with Friends of the Pool, city accounting for the pool, lack of communication, and mismanagement of the pool by the City. Fawaz stated the job description for pool manager needs to be redone. The City Council will assign one member from Fort Jones City Council, two members for Etna City Council, Etna City Clerk, Dan Burbank, and Josh Short to the pool committee. Mayor Munson made it a "smart goal" to have information brought back monthly starting 30 days from today.

**Discuss/Approve 2023-2026 Fort Jones Police Contract.** Council member Fawaz explained that the City's attorney is the attorney for Fort Jones as well, and both cities are required to sign a conflict-of-interest agreement. Fawaz informed that the attorneys have the contract, and it is currently being reviewed. The contract will remain on the agenda until it is approved. No action taken.

**Discuss/Approve Main Street Restrooms.** Council member Fawaz explained that the confusion about who is responsible and how often the restrooms need to be cleaned has been resolved. No action taken.

**Discuss/Approve Potential Candidate for City Manager Position.** Council members Gilmore and Deppen reviewed a resume that has been submitted and will be setting up a time to complete the interview process. No action taken.

**CORRESPONDENCE:**

Council member Gilmore would like the TOT tax topic on the agenda. Council member Deppen asked about the procedure for requesting to see the books of non-compliant TOT contributors.

Clerk Eastlick informed the Council that the City has a new contact at our attorney's office that will handle all City of Etna issues going forward. Eastlick also clarified that she is not accusing the Friends of the Pool of anything but is concerned about lack of oversight.

Mayor Munson added that because of issues relating to questions to the attorney going unanswered for a length of time, Mayor Munson directed the City Clerk to send an email asking for answers. The attorney replied with a paralegal's contact information from the office.

Eastlick also informed the council that there will be two closed session items on the agenda relating to two separate lawsuits and the attorney from SCORE will be present to give the Council an update and request approval to settle.

**CITY COUNCIL STATEMENTS AND REQUESTS:**

None.

There being no further business Mayor Munson adjourned the regular meeting at 8:31 pm and began the closed session.

**CLOSED SESSION:**

**Pursuant to Government Code §54957(b) – Public Employee Performance  
Evaluation: City Attorney**

Council member Gilmore made a motion to fly an RFP for possible attorneys interested in being the City of Etna's Attorney. Council member Stacher seconded, and the motion passed.

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

**Adjournment**

There being no further business Mayor Munson adjourned the closed session meeting at 8:45 pm.

Respectfully submitted,

Jenny Bennett  
Asst. City Clerk