



MINUTES
SPECIAL MEETING OF THE ETNA CITY COUNCIL
Monday March 6, 2023

Members of the Etna City Council met on this 6th day of March, 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 Brandon Fawaz, Jason Deppen, Mayor Cliff Munson, Charnna Gilmore, and John Stacher were present.

Oral Comments from the Public on Non-Agenda Item

None.

Consent Calendar :

- Minutes of the Special Meeting January 30, 2023
- Invoice Check Register Monthly Financials
- Resolution 2023-002 Update Bank Signatories

Councilmember Gilmore moved to approve the Consent Calendar, Councilmember Stacher seconded, and the motion passed.

Ayes: Fawaz, Deppen, Munson, Gilmore, Stacher

Department Reports :

Police Chief Josh Short provided a written report in the council packet. Chief Short also updated the Council on how well Officer Missy Martin is doing, current and future PAL programs, and the increase in calls for service they have been experiencing.

Public Works Director Dan Burbank gave a brief report, he has been doing some renewal training for the State. The Pool Solar Project is out for bid. Burbank is planning to repair potholes soon. He is also planning to meet with the Native Daughters to go over the Museum project.

Fire Chief Alan Kramer gave a report. The department had 23 calls in the last month which included some flue fires, and a trailer fire.

Ambulance Director Teri Arrwood provided a written report in the council packet. Arrwood said the month has been very busy, she is planning on putting another class on. The ambulance building needs some maintenance.

City Clerk Pamela Eastlick gave an update on grant reimbursements that have been received. Eastlick attended CalPERS training. Eastlick is also preparing to make a LAIF transfer, and she is working on some financial posting corrections.

City Manager Adam Cox and Eastlick are working on an internal audit going through CalPERS retirement contributions looking for corrections that need to be made. Cox is looking into adding employment liability insurance to the City's policy which the City does not currently

have. Cox will provide updated insurance rates when he receives them. Cox has been working on pool staffing and management. Cox gave an update on IT and the transfer of services. Cox predicts the savings to be over \$1,000 per month. He is currently working on updating job descriptions and a uniform salary schedule.

Councilmember Gilmore is working to secure a grant manager.

PUBLIC HEARING: Public Hearing for Discussion of Possible CDBG Application.

Mayor Munson opened the Public Hearing at 7:14 pm.

Brandy Caporaso and Jasmine Borgatti from Great Northern Services gave a background on the CDBG Program Income Application and summarized what was presented in the hearing notice published in 2022. Caporaso explained the eligible projects and activities for the City's \$400,000 program income.

Councilmember Gilmore asked how rigid the application is and whether or not there was flexibility with the funds. Caporaso explained different options with the pool lining and the application will be written broader to include multiple options that align with the scope of the application.

Great Northern will administer the grant and there is no fee other than for services at \$75.00 per hour. The sooner Great Northern receives the list of eligible projects the sooner they can begin writing the CDBG application.

Mayor Munson closed the Public Hearing at 7:35 pm.

Current Business:

Discuss/Approve Subrecipient Agreement Between the City of Etna and Great Northern Services. Councilmember Gilmore moved to approve the Subrecipient Agreement between the City of Etna and Great Northern Services, Councilmember Deppen seconded, and the motion passed.

Ayes: Fawaz, Deppen, Munson, Gilmore, Stacher

Second Reading and Adoption of Ordinance 225 – Electric Vehicle Charging Stations. Item tabled to next regular meeting March 27th.

Swear in New Employee Missy Martin. Mayor Munson swore in Missy Martin

Discuss/Approve and Assign Commissioner Assignments. Mayor Munson moved this item after the Closed Session.

Discuss/Approve Broadband Siskiyou Telephone. Russ Elliot, CEO of Siskiyou Telephone explained that they are bringing Smart Rural Technology to communities. Etna is an all-fiber community. Elliot would like to have free wi-fi downtown and asked to place access points on buildings. More discussion on fiber communities and rural technology. Councilmember Gilmore moved to approve appointing Councilmember Stacher to work with Russ Elliot, Adam, and Pam to complete this project and plan for a future celebratory event. Councilmember Deppen seconded and the motion passed.

Ayes: Stacher, Gilmore, Munson, Deppen, Fawaz

Discuss/Approve Etna Friends of the Library. Discussion item. Friends of the Library introduced themselves to the Council. Friends of the Library is a nonprofit group that was created in 1998. Discussion. No action taken.

Discuss/Approve Etna Museum Electrical Project. Burbank did a walkthrough of the Museum and provided an update to the Council. Burbank said the building is in dire need of repairs aside from the electrical and it is a big project. Cox said if some of the work can be done in house that would save on cost. Another option is to search for grants or private funding sources. Chief Short added that he has contacted the Ford Foundation regarding the project, and they potentially can receive \$25,000 to \$50,000. More discussion on the bid process between Council, staff, and Friends of the Museum. Councilmember Fawaz recommends pursuing the Ford Foundation funding option and utilizing current employees to do as many of the repairs they can due to timing. Councilmember Stacher shared concerns about stretching the Public Works Department too thin. Fawaz recommended devoting Clint Whitchurch to the project since he is a City employee. City Clerk Pamela Eastlick stated that Whitchurch has resigned as a regular employee for the City. He responds to calls for the ambulance department and is a reserve for the police department.

Councilmember Gilmore would like to explore borrowing from other funds to cover the costs of the project which will need to be paid back within a year. Councilmember Fawaz moved to approve applying for a grant through the Ford Foundation. The Friends of the Museum has secured \$10,000 to contribute to the electrical project. More discussion. Councilmember Fawaz moved to approve city staff to pursue grant funding sources for the project, Councilmember Stacher seconded, and the motion passed.

Ayes: Fawaz, Deppen, Munson, Gilmore, Stacher

Councilmember Gilmore added that if this option is not successful then they revisit this topic and reevaluate. More discussion.

Discuss/Approve City of Etna Hosing LOLA (League of Local Agencies) Dinner July 2023. Eastlick explained that LOLA meetings are held on Wednesdays and gave a background about LOLA dinners. Councilmember John Stacher agreed to help with planning for the LOLA Dinner.

Discuss/Approve Two New Firefighter Applicants. Chief Kramer introduced the applicants. Councilmember Gilmore moved to approve the new applicants, Councilmember Deppen seconded, and the motion passed.

Ayes: Fawaz, Deppen, Munson, Gilmore, Stacher

Discuss/Approve Automatic Aid Agreement Between Scott Valley Fire Protection District, The Town of Fort Jones, and the City of Etna. Councilmember Gilmore moved to approve the Automatic Aid Agreement; Councilmember Stacher seconded, and the motion passed.

Ayes: Fawaz, Deppen, Munson, Gilmore, Stacher

Discuss/Approve Stipends/Incentives for Firefighter Response. Chief Kramer researched comparable stipends and requested Council approval for his proposal. Councilmember Gilmore moved to approve Chief Kramer's proposal of paying volunteer

firefighters \$15.50 per call paid quarterly, a stipend of \$15.50 effective March 1st. More discussion. Councilmember Fawaz seconded and the motion passed. More discussion.

Ayes: Fawaz, Deppen, Munson, Gilmore, Stacher

Councilmember Gilmore moved to approve starting March 1st to increase the stipend to \$15.50 for attending 12 out of 24 meetings/trainings paid on an annual basis. Councilmember Stacher seconded the motion and it passed.

Ayes: Fawaz, Deppen, Munson, Gilmore, Stacher

Discuss Update on COVID Premium Pay. Cox gave an update explaining that corrected W2s have been sent along with a letter from the attorney. Cox recommends earmarking funds for at least two more years.

CORRESPONDENCE:

None.

CITY COUNCIL STATEMENTS AND REQUESTS:

Councilmember Gilmore requested Etna Cleanup Day in April and funding for the event which is April 20th-22nd be on the next agenda. More discussion.

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

- Public Employee Evaluation – City Manager

No reportable action.

Adjournment

There being no further business Mayor Munson adjourned the meeting at 10:00 pm.

Respectfully submitted,

Jenny Bennett

Asst. City Clerk