



MINUTES
REGULAR MEETING OF THE ETNA CITY COUNCIL
Monday May 22, 2023

Members of the Etna City Council met on this 22nd day of May, via TELECONFERENCE. Mayor Cliff Munson called the meeting to order and lead in the flag salute to the United States of America.

Roll Call

Councilmembers Jason Deppen, Mayor Cliff Munson, Charnna Gilmore, and John Stacher were present. Councilmember Brandon Fawaz arrived late.

Oral Comments from the Public on Non-Agenda Item

Diane Pomeroy from the Rotary Club informed the Council and audience that they are purchasing a granite bench in honor of Lori Fleck. The bench will be placed in front of the Avery Theatre.

Audience member Rick Kramer gave public comment regarding the pay rates of the lifeguards in comparison to the police officers. Kramer urged the Council to consider this issue.

Consent Calendar

- Minutes of the Regular Meeting April 24, 2023
- Minutes of the Special Meeting May 8, 2023
- Accounts Payable Check Register
- Resolution 2023-006 – A Resolution of the City Council of the City of Etna Establishing the City Council Regular Meeting Schedule
- Resolution 2023-007 – A Resolution of the City Council of the City of Etna Approving the Bartneck Lot Line Adjustments for APNS 056-275-140 and 056-274-150

Mayor Munson and the Council agreed to pull Resolution 2023-007 from the Consent Calendar to be voted on separately. Councilmember Gilmore will recuse herself on this item.

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

Ayes: Deppen, Munson, Gilmore, Stacher

City Planner Richard Tinsman gave a background on the Bartneck Lot Line Adjustment project. Tinsman explained that the project satisfies the requirements for the zoning that the lots are located in.

Councilmember Deppen moved that we make the finding that the project would not have a significant adverse effect on the environment and that we adopt the recommended CEQA exemptions. Councilmember Stacher seconded and the motion passed. Councilmember Gilmore recused herself.

Ayes: Deppen, Munson, Stacher

Councilmember Stacher made a motion to adopt Resolution 2023-007, Councilmember Deppen seconded, and the motion passed.

Ayes: Deppen, Munson, Stacher

Council/Department Reports:

Police Chief Josh Short provided a written report in the packet. Chief Short gave an update on the issue on Highland/Vernon Street. Councilmember Stacher asked about staffing. Further discussion on officer pay and benefits. Chief Short is working on recruiting, but it would be helpful to have a salary schedule in place, so new employees know what to expect. Chief Short complimented on how great officer Martin is doing.

Public Works Director Dan Burbank reported that most of their time has been spent at the pool getting it ready for the season. They repaired a few water leaks around town. Mayor Munson asked about the resurfacing of the pool. Burbank has called ten companies and has been unsuccessful in getting someone to travel here to look at the project. Further discussion on resurfacing the pool.

Fire Chief Alan Kramer reported that there have not been any fires. The department is working on joint trainings with other departments. The transfer case has been repaired in one of the engines.

Ambulance Director Teri Arrwood reported that it is EMS week and thanked the Council for approving that at the last meeting. The department had over 30 calls for the month. Arrwood is preparing for the mandatory driving course training that is coming up.

City Clerk Pamela Eastlick reported that she completed the quarterly report for the DOJ Grant and will be requesting money. Eastlick is working on a login for the COVID audit. She has also been working with Charlie (City Auditor.) Eastlick would like to meet with department heads and commissioners to go over budget numbers. Mayor Munson suggested the meetings be done by June 12th. Further discussion.

Mayor Munson read Resolution 2023-006 to complete the meeting dates and time. The City Council will begin meeting twice a month every second and fourth Monday of the month at 6:30 pm.

(Councilmember Fawaz arrived.)

Eastlick explained that she has been struggling to find a caterer for the LOLA dinner that will be in July. Eastlick asked about a bench for Lori Fleck and/or a lane designation at the pool like Jim Hendricks. Eastlick asked if the Council approved the lane designation for Hendricks. Mayor Munson liked the idea of the lane designation. Eastlick explained that the pool solar project went out to bid for a second time and there were no bids and now the project can be sole sourced.

Current Business:

Discuss/Approve Run for Restoration 5K Rockside Ranch Event Application.

Councilmember Gilmore made a motion to approve, Councilmember Deppen seconded, and the motion passed.

Ayes: Fawaz, Deppen, Munson, Gilmore, Stacher

2023 PCT Patch Design Winner Acknowledgement. Lynn Karpinski and Chief Short gave a background on the PCT patches. Karpinski teaches computer graphics at the high school and introduced Johnathon Wilson who won the design for the 2023 season. Councilmember Stacher complimented all the entries for the contest and congratulated Wilson.

Discuss Update on the Museum Project. Chief Short has been working with the Ford Foundation applying for a grant for \$25,000. Chief Short also has calls into the McConnel Foundation. Chief Short will know sometime next month if they were successful in securing a grant through the Ford Foundation. Further discussion on the CDBG monies that the City needs to spend and whether it can be used for both the museum and the pool resurfacing. Councilmember Fawaz recommended using the money that would benefit the community the most. Councilmember Gilmore, Eastlick, and Brandy from Great Northern will set up a meeting to discuss options for the CDBG money and bring information to the next meeting.

Discuss/Approve 2023-2023 Museum Lease Agreement. No changes were made to the agreement other than dates. This item is tabled for the next meeting.

Discuss/Approve Ambulance Volunteer Employment Application – Erik Braswell. Councilmember Deppen moved to approve, Mayor Munson seconded, and the motion passed.

Ayes: Stacher, Gilmore, Munson, Deppen, Fawaz

Discuss/Approve Updating NSMIT Bank Signatories. Councilmember Deppen made a motion to approve adding Pamela Eastlick as a signatory for the NSMIT bank account, Councilmember Stacher seconded, and the motion passed. Chief Short clarified the names to be updated – Cory Person will be added, Jack Nelson will be removed, and the previous City Clerk will be removed.

Ayes: Fawaz, Deppen, Munson, Gilmore, Stacher

Discuss/Approve Master Meter Prime Country Real Estate Condos. Public Works Director Dan Burbank gave a background on some ongoing issues relating to water leaks at this location. Burbank would like to explore the option of placing a master meter to bill for the entire complex instead of individually. Burbank estimates the water meter to cost \$6,000 to \$7,000. Councilmember Deppen commented about the water loss. Further discussion regarding the fire hydrant, metering, a water line size. Councilmember Fawaz made a motion to have Burbank use his discretion to decide when a master meter will be placed for the complex. Councilmember Stacher seconded and the motion passed.

Ayes: Stacher, Gilmore, Munson, Deppen, Fawaz

Discuss/Approve Lawnmower Purchase. Burbank requested approval to purchase a new lawnmower to replace the one that has recently broken down and cannot be repaired. Further discussion on splitting the cost of the new mower – 10% water, 25% sewer, 15% pool, 25% gas tax, and parks. Councilmember Gilmore moved to approve purchasing the new mower and working with Pam to adequately allocate the cost between multiple funds. Councilmember Stacher seconded the motion and it passed unanimously.

Discuss/Approve COPS Money Purchases. Chief Short provided a handout to the Council with requested purchases. Tasers, body cams, and radios are some of the requested purchases. More discussion on how to spend excess COPS money. Councilmember Stacher recommended using it for officer pay. Councilmember Fawaz moved to approve items 1 and 11 immediately, Councilmember Gilmore seconded. Further discussion on the transmission in one of the PD trucks that needs to be repaired.

Ayes: Stacher, Gilmore, Munson, Deppen, Fawaz

Discuss/Approve City of Etna Salary Schedule. Mayor Munson created a salary schedule for Council review and discussion. City Council discussed employee evaluations being completed, and whether the City can afford the raises based on the salary schedule and salaried employee vs hourly employee. Eastlick explained that the salary schedule only shows current employees and does not reflect fully staffed. Councilmember Gilmore requested a spreadsheet that will show how each department will look with the new salaries that will show a plus or minus total for the department. Councilmember Fawaz recommended picking a deadline for this item. Further discussion on the impact of department totals and the overall budget. Eastlick would like a budget passed by July 1st. Fawaz discussed the Fort Jones Police contract and issues with increases to the contract. Gilmore requested Josh and Pam work together to update the Fort Jones contract. Fawaz recommended language be added to the contract to cover Fort Jones's pro rata share of the insurance costs. Gilmore would like Fort Jones to cover their share of police services. More discussion regarding Chief Short approaching Fort Jones with new insurance numbers and working with Eastlick. Chief Short will work on getting the Fort Jones contract on the Fort Jones's city council agenda for June 12, 2023. No action taken.

Discuss Update City Manager Position. Mayor Munson explained that two candidates were interested in the position and doesn't feel that they will make a good fit. Councilmember Stacher added that he contacted League of California Cities to get the information out for the position. Stacher commented that bringing on a City Manager will cost extra money that could go towards current employee salaries. Councilmember Gilmore would like a candidate that is familiar with grants. Eastlick recommended looking into other options to increase revenue for the City. Further discussion on increasing taxes and creating a service district with the ambulance and fire department.

Director Arrwood commented on increasing the hourly wage for CSO Kelly York who is currently at \$16.00 per hour and covering both Etna and Fort Jones. Discussion on available funds. Councilmember Stacher made a motion to increase CSO Kelly York's hourly rate to \$25.00/hr. per Chief Short's recommendation. York's salary will come out of the COPS fund going forward. Councilmember Deppen seconded and the motion passed. This pay increase will become effective next pay period.

Ayes: Stacher, Gilmore, Munson, Deppen, Fawaz

CORRESPONDENCE:

CITY COUNCIL STATEMENTS AND REQUESTS:

Mayor Munson requested that all department heads and commissioners set up meetings with Eastlick to go over budget numbers before the June 12th meeting.

Closed Session:

- **Pursuant to Government Code Section §54956.9 – Potential Litigation**
No reportable action.
- **Pursuant to Government Section §54957 – Personnel Matters**

The City Council gave direction to place an employee on administrative leave until an internal investigation is completed.

Adjournment

There being no further business Mayor Munson adjourned the open meeting at 9:54 pm.

Respectfully submitted,

Jenny Bennett
Asst. City Clerk