**MINUTES**

**REGULAR MEETING OF THE ETNA CITY COUNCIL**

**Monday December 7, 2020**

Members of the Etna City Council met on this 7th day of December, via TELECONFERENCE. Mayor Jaime Tarne called the meeting to order and dispensed with the flag salute.

**Roll Call**

Councilmembers Mitch Trost, Cate Trost, Charnna Gilmore, Brandon Fawaz, and Mayor Tarne were present.

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

None.

**Consent Calendar**

* Check Register
* Minutes of the Regular Meeting November 2, 2020 & November 16, 2020
* Minutes of the Special Meeting November 17, 2020

Councilmember Gilmore requested that there be more specificity on what each person reported on.

Councilmember Fawaz moved to approve the Consent Calendar with the exception of receiving a copy of an invoice for attorney fees. Gilmore seconded and the motion passed.

**Ayes: M. Trost, C. Trost, Gilmore, Fawaz, Tarne**

**Council/Department Reports**

 Councilmember Fawaz gave the Police Department report. Fawaz explained that Chief Short is in Medford shopping for PAL Christmas gifts.

 City Clerk Kris Hargrove gave an update on the CDBG monitoring and will be setting up a meeting will all of the department heads to go through the ordinances and identify ones that need updates. She is hoping to have a list by February. Hargrove also reported that the city is required to have a COVID Plan, which she has completed.

 Mayor Tarne gave a brief report and asked Hargrove to send the COVID training to all councilmembers. Tarne also gave a report on the current COVID situation for the county. Tarne also will set up the flag salute for future meetings.

 Councilmember Gilmore gave a report on where she is at with solar at the pool. Gilmore stated that our application needs to be finalized by the end of 2021. Mayor Tarne recommended setting up a meeting with Dan, Josh, and herself in January.

**Current Business**

**Discuss/Approve Council Chamber IT Upgrade.** Councilmember C. Trost explained that there is a bid from Network One to upgrade IT equipment in the Chambers for councilmembers to begin meeting in person while allowing the meeting to be broadcasted to the public. Additional IT money will need to be amended in the budget to cover the expenses for the upgrade. C. Trost is requesting to reallocate the expense for an election to IT since there was not an election. C. Trost moved to approve the Council Chamber IT audio video upgrade with the proposal that Network One provided. Councilmember M. Trost seconded and the motion passed.

**Ayes: M. Trost, C. Trost, Gilmore, Fawaz, Tarne**

 **Discuss/Approve posting for Accountant position.** City Clerk Kris Hargrove created a job description and an RFP if needed with the assistance of City Auditor Charlie Pillon and is requesting council approval to post the job description. Councilmember Fawaz recommended pushing the date back because of the holidays coming up and would like it to be open through January 5th. Fawaz moved to approve posting the Accountant position with applications being accepted through January 5, 2021. Mayor Tarne seconded, and the motion passed.

**Ayes: M. Trost, C. Trost, Gilmore, Fawaz, Tarne**

 Hargrove requested that an interview panel be setup so she can send them applications prior to scheduling interviews. Hargrove will contact Cliff Munson, and Charlie Pillon to see if they are willing to be on the panel. Gilmore will contact the CDBG Committee to see if anyone would be willing to be on the panel. Councilmember Fawaz agreed to be on the panel as well.

**Discuss/Approve increasing cleaning fees.** Hargrove explained that Dan Kiep is requesting a raise from $14.50**/**hr to $15.00/hr. Mayor Tarne moved to approve increasing the cleaning fees to $15.00/hr. Councilmember M. Trost seconded and the motion passed.

 **Ayes: M. Trost, C. Trost, Gilmore, Fawaz, Tarne**

**CORRESPONDENCE:**

**CITY COUNCIL STATEMENTS AND REQUESTS:**

**Adjournment**

 There being no further business Mayor Tarne adjourned the open meeting at 7:09 pm.

Respectfully submitted,

Jenny Bennett

Asst. City Clerk