

**MINUTES**  
**North Willows County Service Area**  
**Advisory Committee**

**THURSDAY, December 15, 2016**

Present: Ray Crabtree, Member  
Joe Hinton, Member  
Barbara Mann, Member  
Jim "Buck" Ward, Member  
Todd Murray, Alternate

Matt Gomes, PPWA  
Jolene Swanson, PPWA

Absent: Dean Gummow

CALL TO ORDER: Ray Crabtree confirmed a quorum and called the meeting to order at 1:38 p.m.

**1. Action Items**

Matter A: Approve Minutes of June 16, 2016  
Documents: Minutes of June 16, 2016  
Proceedings: Ray Crabtree called for comments and or corrections. Hearing none, Mr. Crabtree called for a motion to approve.  
Motion/Second: Member Ward / Member Mann  
Order: Approve Minutes of June 16, 2016.  
Vote: Unanimous

Matter B: Review Membership and Terms  
Documents: None  
Proceedings: Ray Crabtree reported Jim Ward's term is up December 31, 2016 and asked consensus of committee to renew Jim "Buck" Ward as member. Members discussed and Mr. Crabtree called for a motion.  
Motion/Second: Member Mann / Member Murray  
Order: Approve renewal of Jim Ward's membership, which expires December 31, 2016, for another two year term.  
Vote: Unanimous

**2. Discussion Items**

Matter A: Staff Report  
Documents: None  
Proceedings: a. 2016/17 Tasks Completed/Possible pump repairs to Cherry Street Station – Matt Gomes reported Public Works is seeking recommendation of committee to transfer \$12,000 to cover repairs to Cherry Street Pump Station.  
b. Koehn Agreement Payment Status – Mr. Gomes reported third and final payment of \$12,000 made on April 12, 2016.  
c. Golden State Risk Management Agency (GSRMA) – Mr. Gomes shared GSRMA is seeking Special District Representative for GSRMA Board of Supervisors and if anyone is interested to please contact Jolene Swanson at the Glenn County Planning and Public Works Agency. Member Ward responded he is already on the GSRMA Board and he will report back to NWCSA.

d. 2017 Budget Proposal and Scope of Work – Members and staff discussed earlier recommendation to transfer Koehn lease funds of \$12,000 for repair of Cherry Street Pump. It was Consensus of committee to move forward with recommendation.

**3. Unscheduled Matters and Future Agenda Items**

None

**4. Next Scheduled Meeting**

**Thursday, March 16, 2017 at 1:30 p.m.**

Willows Museum

336 W. Walnut Street, Willows

Meeting adjourned at 1:56 p.m.