

North Willows County Service Area Advisory Committee

MINUTES

THURSDAY, MARCH 21, 2019

Willows Museum
336 W Walnut Street
Willows, CA 95988

Present: Barbara Mann, Member
Jim "Buck" Ward, Member
Todd Murray, Member
Luke Weinrich, Alternate
Mohammad Qureshi, Director PWA
Cole Grube, Asst. Director PWA
George Criner, PWA
Jolene Swanson, PWA
Kaitlyn Murray, PWA

Absent: Ray Crabtree, Member
Joe Hinton, Member

CALL TO ORDER: James "Buck" Ward confirmed a quorum and called the meeting to order at 1:36 p.m.

1. Election of Chairman and Vice-Chairman

Matter A: Election of 2019/2020 Chairman and Vice-Chairman
Documents: None
Proceedings: Member Ward called for pleasure of the members. Member Mann made a motion to elect Member Crabtree as Chairman, seconded by Member Ward, all members present in favor. Member Mann then made a motion to elect Member Ward as Vice-Chair, seconded by Member Weinrich, all members present in favor.

2. Minutes

Matter A: Approve Minutes of September 20, 2018
Documents: Minutes of September 20, 2018
Proceedings: Vice-Chair Ward called for comments and or corrections. Hearing none, Vice-Chair Ward called for a motion to approve.
Motion/Second: Member Murray / Member Mann
Order: Approve Minutes of September 20, 2018
Vote: Unanimous

3. Discussion Items

Matter: Staff Reports
Documents: None
Proceedings: a. 2018/2019 Tasks Completed – George Criner reported all pumps in working order. Vice-Chair Ward inquired of more water diversions possibly due to orchards. Mr. Criner responded there was a lot of water from Chau's field and confirmed there are definitely changes to water flow.
b. 2018/2019 Budget – Mr. Grube reported current budget at \$95,902. No discussion.

c. Follow Up – 2018 Conflict of Interest Code Biennial Notice – Jolene Swanson, Clerk, reported from Clerk of the Board that this document (form 700) is required as this is an advisory committee for funds with elections each year.

4. Action Items

NONE

5. Unscheduled Matters and Future Agenda Items

Cole Grube suggested creating an Operations Plan for NWCSA for documentation purposes. Member Murray stated the need of minimum two people that know they systems well to be able to pass on knowledge. Comment made to consider purchase of mobile pumps for heavy rain periods in case of a failure and split cost with Roads Department. Member Weinrich reported road to retention basin is in need of grading.

6. Next Scheduled Meeting

Thursday, June 20, 2019 at 1:30 p.m.

Willows Museum

336 W. Walnut Street, Willows

Meeting adjourned at 2:25 p.m.