

# North Willows County Service Area Advisory Committee

## MINUTES

THURSDAY, SEPTEMBER 17, 2020  
Glenn County Public Works Agency - Bus Barn  
777 N Colusa Street  
Willows, CA 95988

Present: Todd Murray, Chair  
Luke Weinrich, Vice-Chair  
Ray Crabtree, Member  
Joe Hinton, Member  
Barbara Mann, Member  
Cole Grube, PW Director  
John Miller, PW Ops. Super  
Jolene Swanson, Clerk

Absent: Jim "Buck" Ward, Member

**CALL TO ORDER:** Chair Murray confirmed a quorum and called the meeting to order at 1:39 p.m.

### 1. Approval of Minutes

Matter A: Approve Minutes of July 16, 2020  
Documents: Minutes of July 16, 2020  
Proceedings: Chair Murray noted correction needed to Item 2. Election of 2020 Vice-Chair, Member Weinrich was elected Vice-Chair not Member Ward as stated in minutes. With that being said, Chair Murray called for a motion from the committee.  
Motion/Second: Member Crabtree / Member Mann  
Order: Approve Minutes of July 16, 2020 with amendment as stated above.  
Vote: Unanimous

### 2. Discussion Items

Matter A: Staff Reports  
Documents: None  
Proceedings: i. 2020/2021 Tasks Completed: Superintendent John Miller reported the following.  
a. Status of Operations and Maintenance Plan creation –  
Mr. Miller reported Cemetery pump was cleaned out, still a little bit of sediment. Will have Willows bring their truck to siphon out the rest. Chair Murray inquired if other pumps will also be siphoned out. Mr. Miller replied; there is no reason why we can't. Mr. Grube commented; all were done last year and they may not need. Mr. Miller also stated they found a crack in 10' pipe at the 2<sup>nd</sup> Street drop inlet that will need replacing. Chair Murray inquired on weed abatement. Mr. Grube responded; Ag Department has contract in place now so we should be back on track.  
b. Status of Retention Basin Road Grade –  
Looks good at this time and will check again prior to rain.

- c. Status of Mobile Pump –  
Mr. Grube stated we will probably rent backup pump again; cost is approximately \$1500 per month. Still awaiting forecast for winter.

Matter B: 2020/2021 Budget Update –Current Ending 8/31/2020:  
Documents: None  
Proceedings: Mr. Grube reported cash on hand of \$107,694 as of 9/15/2020, will check on actual. No discussion.

**3. Action Items**  
NONE

**4. Unscheduled Matters and Future Agenda Items**  
Member Hinton cautioned all to be aware of rattle snakes in town this year, possibly due to fires pushing them down.

**5. Next Scheduled Meeting**  
**Thursday, December 17, 2020 at 1:30 p.m.**  
Glenn County Public Works – Bus Barn  
777 N Colusa Street, Willows

Meeting adjourned at 1:53 p.m.