

**MINUTES
WILLOW COUNTY WATER DISTRICT
BOARD OF DIRECTORS REGULAR MEETING
JUNE 9, 2025**

Present:

Gary Nevill, Director
Director Ross LaRue

Director Mike Hildreth
Director Devin Gordon

Others Present: Jared Walker - Deputy Director of Water Resources & GM; Kim Saylor - Deputy Clerk; Liz Patton - Billing and Customer Service Manager; Colin Pearce – Outside Counsel; Dan Buffalo, City of Ukiah Finance Manager; Olga Kough Sean White, City of Ukiah Water Resource Manager and Jordan Blough and Brennan Dubil, LACO Associates via zoom.

CALL TO ORDER: The Willow County Water District held a Regular Meeting on May 12, 2025, the meeting was legally noticed on May 9, 2025. The meeting was held in person and via zoom. Chair G. Nevill called the meeting to order at 6:31 p.m. CHAIR G. NEVILL PRESIDING.

ROLL CALL: Roll was taken with the following **Directors Present:** D. Gordon, M. Hildreth, R. LaRue and Chair G. Nevill. **Directors Absent:** None. **Staff Present:** Jared Walker, Deputy Director of Water Resources, Liz Patton, Billing and Customer Service Manager and Kim Saylor, Deputy Clerk.

APPROVAL OF MINUTES:

a. Approval of the Minutes of 2025-05-12 Willow Water Minutes.

Motion/Second: Gordon / LaRue to approve the Minutes of May 12, 2025, a Regular Meeting as submitted. Motion **carried** by the following Roll Call votes: **AYES:** D. Gordon, M. Hildreth, R. LaRue and Chair, G. Nevill. **NOES:** None. **ABSENT:** None. **ABSTAIN:** None.

AUDIENCE COMMENTS ON NON-AGENDA ITEMS:

None.

NEW BUSINESS

a. Presentation from City of Ukiah Finance Director
Presentation by Dan Buffalo and Olga Kough regarding how the City of Ukiah will handle Willow CWD financials, Olga is the lead Controller contact.

b. Consideration of Notice of Intent to Award – Canyon Drive Water Main Replacement.

Motion/Second: Gordon / Nevill to Award – Canyon Drive Water Main Replacement to WestPac Construction. Motion **carried** by the following Roll Call votes: **AYES:** D. Gordon, M. Hildreth, R. LaRue and Chair, G. Nevill. **NOES:** None. **ABSENT:** None. **ABSTAIN:** None.

c. Consideration of Bid Alternate to Award Pomo Lane Water Main Replacement.

Motion/Second: Gordon /LaRue to Approve Bid Alternate to Award Pomo Lane Water Main Replacement Motion **carried** by the following Roll Call votes: **AYES:** D. Gordon, M. Hildreth, R. LaRue and Chair, G. Nevill. **NOES:** None. **ABSENT:** None. **ABSTAIN:** None.

Motion/Second: LaRue/Gordon motion to proceed into **closed session** at 7:02 pm. Motion **carried** by the following Roll Call votes: **AYES:** D. Gordon, M. Hildreth, R. LaRue and Chair, G. Nevill. **NOES:** None. **ABSENT:** None. **ABSTAIN:** None.

CLOSED SESSION:

- a. Conference with Legal Counsel - Potential Litigation
 - i. Government Code Section 54956.9(d)(2)(3)

Information received, direction to Staff given.

Motion/Second: LaRue/ Nevill to proceed out of **closed session** at **8:21** pm. Motion **carried** by the following Roll Call votes: **AYES:** D. Gordon, M. Hildreth, R. LaRue and Chair, G. Nevill. **NOES:** None. **ABSENT:** None. **ABSTAIN:** None.

ADMINISTRATIVE AND OPERATIONAL REPORTS

GENERAL MANAGEMENT REPORT:

- a. GM Walker reported that all his updates can be covered under unfinished business.

OFFICE MANAGEMENT REPORT:

- a. The City of Ukiah is working on a uniform late fee which will be discussed at the UVWA meeting. Goal is for all shut-off and reconnect fees to be the same.

UNFINISHED BUSINESS

- a. **Report on Eel-Russian Project Authority — (ERPA)**
IWPC met last week, URRWA issued a 60-day notice of withdrawal.
- b. **Report on Water Districts' Projects:**
Canyon Drive Water Main Replacement was awarded to Westpac Construction.
- c. **Report on Ukiah Valley Water Authority (UVWA)**
GM, Walker reported that Last week's meeting was cancelled, a special meeting is happening on August 24, 2025 at UVCC.

NEW BUSINESS

COMMITTEE MEMBER ANNOUNCEMENTS AND REPORTS

None.

SET NEXT MEETING DATE: July 14, 2025

Presenter: Kim Saylor, Deputy Clerk

ADJOURNMENT

There being no further business, the meeting adjourned at 8:39 p.m.

PRESIDENT OF THE BOARD OF DIRECTORS

Date_____

WILLOW COUNTY WATER DISTRICT

ATTEST _____

Date _____

Kim Saylor – Deputy Clerk