

**MINUTES  
WILLOW COUNTY WATER DISTRICT  
BOARD OF DIRECTORS REGULAR MEETING  
April 14, 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 - Board Secretary; Liz Patton - Billing and Customer Service Manager; Colin Pearce – Outside Counsel.

**CALL TO ORDER:** The Willow County Water District held a Regular Meeting on April 14, 2025, the meeting was legally noticed on April 11, 2025. The meeting was held in person and via zoom. Chair G. Nevill called the meeting to order at 6:30 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 2024-12-09 Willow Water Minutes.

**Motion/Second:** Hildreth /Gordon to approve the Minutes of March 10, 2025, a Regular Meeting as submitted. Motion **carried** by the following Roll Call votes: **AYES:** D. Gordon, M. Hildreth, and Chair, G. Nevill. **NOES:** None. **ABSENT:** None. **ABSTAIN:** R. LaRue.

**FINANCIAL REPORTS:**

**Motion/Second:** Hildreth/Gordon to approve the Financial Reports of March 2025 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:**

No public comments were received.

**Motion/Second:** LaRue/Gordon to adjourn to closed session at 6:31. 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/Hildreth to proceed out of closed session at 7:22 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 MANANGEMENT REPORT:**

- a. GM Walker New Cellular Auto Dialer was installed last week for the Norgard Facility. It can be accessed by an App on a cell phone eventually phasing out the land line.
- b. Operations overall are going well. A few leaks that have been fixed as well as mowing that has started since the rain has stopped for a while.

### **OFFICE MANAGEMENT REPORT:**

- a. OM Patton reported that as of July 1, 2025, the City of Ukiah (COU) will take over the books for Willow. Checks will be out of the COU general fund. Financials will be provided quarterly. Willow will have the same Auditor this year as in the past, however, next year the COU will utilize their Auditor.
- b. This COU and Integration team will start data conversion next week to prepare for the targeted date of October 20<sup>th</sup> for billing.

## **UNFINISHED BUSINESS**

- a. **Report on Eel-Russian Project Authority — (ERPA)** There was a meeting at Lake Mendocino with Jared Huffman and the Army Corp of Engineers regarding the desire to raise Coyote Dam.
- b. **Report on Water Districts' Projects —** Redwood Valley Tank Project has been completed with the communications getting hooked up.
- c. **Report on Ukiah Valley Water Authority (UVWA)**

GM, Walker reported that River Estates and Hopland PUD will enter into Service Agreements with the COU as they have in the past with Willow CWD.

## **NEW BUSINESS**

- a. **Consideration of Alternate Special District Ballot to Fill Vacancy with Mendocino LAFCo as a Special District Alternate Vacancy.**

**Motion/Second:** Hildreth/Gordon to Consider Alternate Special District Ballot to Fill Vacancy with Mendocino LAFCo as a Special District Alternate Vacancy. 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.

b. **Consideration of Letter of Support for the City of Ukiah Proposed Reorganization.**

**Motion/Second:** Gordon/LaRue to Consider a Letter of Support for the City of Ukiah Proposed Reorganization. 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.

**COMMITTEE MEMBER ANNOUNCEMENTS AND REPORTS**

None.

**SET NEXT MEETING DATE: May 12, 2025**

Presenter: Kim Saylor, Deputy Clerk

**ADJOURNMENT**

There being no further business, the meeting adjourned at 7:42p.m.

\_\_\_\_\_

Date\_\_\_\_\_

PRESIDENT OF THE BOARD OF DIRECTORS  
WILLOW COUNTY WATER DISTRICT

ATTEST\_\_\_\_\_

Date\_\_\_\_\_

Kim Saylor – Deputy Clerk