

Pinion Forest Special Service District Meeting Held Monday September 09, 2024 at Pinon Forest Special Service District 28260 West Koch Road Duchesne, UT 84021

1. Meeting called to order at 5:00 p.m.

2. Present – PFSSD Chair Melissa Hughes, Duchesne County Commissioner Greg Miles, PFSSD Vice-Chair Connie Sweat, PFSSD Water Operator Clyde Watkins, Jones and DeMille Representatives Jeff Baker as well as PFSSD Secretary Theresa Welborn.

Absent – PFSSD Board Member Corey Biesinger

3. Read and Approve the July 8, 2024 PFSSD Meeting Minutes – PFSSD Vice Chair Person Connie Sweat motioned to approve the meeting minutes, Duchesne County Commissioner Greg Miles seconded the motion. The motion passed with no opposing votes.

4. Engineering Comments – Jones & DeMille

a) **Chlorination and filtration system update** - Jones & DeMille representative Jeff Baker updated the board on the installation of the chlorination filtration system project; The system is up and running, Dorset is scheduled for September 17th and will possibly have 1-2 hour shut down of the facility to finalize their part.

5. Water Operator Report

Clyde Watkins stated he did pulled bacti samples which all passed.

6. Secretary Report –

a) **Status of Accounts –**

PFSSD Secretary Theresa Welborn stated the balance of the checking and savings accounts.

b) **Presentation of Bills/Reimbursements –**

PFSSD Secretary Theresa Welborn presented the following expenses:

- Moon Lake Electric - \$ 194.57
- Duchesne City Water - \$9.77
- Tri County - \$20.00
- Jones & DeMille - \$14,854.99
- Johansen Construction - \$10,903.20
- Strata - \$206.84
- Clyde Watkins - \$1007.15
- Connie Sweat – Board Meeting \$50.00
- Theresa Welborn – Secretary Wages \$680.00

- Corey Biesinger - \$ 70.00
- Utah Division of Finance - \$9,575.02
- Utah Division of Finance - \$21,570.00

Duchesne County Commissioner Greg Miles made a motion to approve the expenses as presented. PFSSD Vice Chairperson Connie Sweat seconds the motion. The motion passes with no opposing votes

- 7. Old Business – Discussion & Consideration of .gov Website** - to be added to the next agenda for further discussion.
- 8. New Business** - PFSSD will have a customer appreciation dinner on September 27th at 4:30 p.m. to 6:30 p.m. PFSSD Chair Melissa Hughes will send out invitations asking for a RSVP through the Flowpoint system.

9. Adjourn Meeting –

Duchesne County Commissioner Greg Miles motions to adjourn the meeting PFSSD Vice Chair Connie Sweat seconds the motion and the meeting is adjourned at 6:03.

Read and approved this on the 21st day of October 2024.

Melissa Hughes

Chair

Connie Sweat

Vice-Chair

Minutes of the meeting prepared by PFSSD Secretary Theresa Welborn