

Pinion Forest Special Service District Meeting Held Monday December 09, 2024 at Duchesne County Administration Building 734 North Center Street Duchesne, UT 84021

1. Meeting called to order at 5:15 p.m.

- 2. Present** – PFSSD Chair Melissa Hughes, Duchesne County Commissioner Greg Miles, PFSSD Vice-Chair Connie Sweat, PFSSD Board Member Corey Biesinger, Jones and DeMille Representatives Jeff Baker as well as PFSSD Secretary Theresa Welborn.

Absent – PFSSD Water Operator Clyde Watkins

- 3. Read and Approve the November 18, 2024 PFSSD Meeting Minutes** – Duchesne County Commissioner Greg Miles motioned to approve the meeting minutes, PFSSD Vice Chair Connie Sweat seconded the motion. The motion passed with no opposing votes.

- 4. Adoption & Approval of the 2025 Budget** – Duchesne County Commissioner Greg Miles made a motion to accept the 2025 Budget as presented; PFSSD Vice Chair Connie Sweat seconds the motion. The motion passed with no opposing votes.

5. Engineering Comments – Jones & DeMille

- a) **Chlorination and filtration system update** - Jones & DeMille representative Jeff Baker updated the board, he stated Dorset has proposed an additional fee of \$3,990.87 will come as a change order to the contract for the monitor control of the building. Jones and DeMille representative Jeff Baker will coordinate all transactions with PFSSD water operator Clyde Watkins and Dorset.

6. Water Operator Report

PFSSD Water Operator Clyde Watkins was absent, he did mention to PFSSD Chair Melissa Hughes the water samples passed.

7. 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 - \$259.17
- Duchesne City Water - \$9.90
- Clyde Watkins - \$ 1,949.93
- Rural Water Association - \$361.00
- Strata - \$206.90

- Connie Sweat – Board Meeting \$50.00
- Theresa Welborn – Secretary Wages \$640.00
- Corey Biesinger - \$60.00

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

8. Old Business - None was had

9. New Business - None was had

10. Adjourn Meeting –

PFSSD Vice Chair motions to adjourn the meeting. The motion is uncontestable.
Meeting closed at 5:30 p.m.

Read and approved this on the 13th day of January 2025.



Melissa Hughes

Chair



Connie Sweat

Vice-Chair

Minutes of the meeting prepared by PFSSD Secretary Theresa Welborn.