

**MINUTES FOR DUCHESNE COUNTY SPECIAL SERVICE DISTRICT #3
MEETING HELD ON JANUARY 27, 2025 IN THE DUCHESNE COUNTY
CONFERENCE ROOM #1, AT THE COUNTY ADMINISTRATIVE
BUILDING, DUCHESNE, UTAH**

Opening

Present at the meeting were: Chairman Clyde Watkins, Board Members, Fred Kaminski, and Ron Winterton (via phone), and Secretary, Connie Sweat taking minutes.

Public in attendance: Mike Miles w/ Aycock, Miles & Associates CPA

Chairman Watkins called the meeting to order at 5:00 p.m.

Discussion and Approval of 2025 Chairman

Mr. Kaminski made a motion to leave Clyde Watkins in as Chairman. Mr. Winterton seconded the motion, all in favor aye, motion carried.

Mr. Kaminski made a motion to leave Mr. Winterton in as Treasurer. Mr. Watkins seconded the motion, all in favor aye, motion carried.

Discussion of 2024 Audit

Mr. Miles with Aycock, Miles & Associates CPA gave a brief review of the 2024 audit. He discussed the only finding, the Fraud Risk Assessment for 2024 was not completed. The Financial Certification will also need to be signed for 2024 Audit.

Minutes

The minutes from the December 23, 2024 meeting were reviewed.

Mr. Winterton made a motion to approve the December 23, 2024 minutes as presented, Mr. Kaminski seconded the motion, all in favor aye, motion carried.

Department Monthly Training Incentives

Secretary Sweat presented the monthly incentives for December:

Town of Altamont	\$ 1,150.00
Duchesne City	\$ 1,400.00
Myton City	\$ 700.00
Roosevelt City	\$ 1,750.00

Mr. Kaminski made a motion to approve the incentives for the month of December for Altamont, Duchesne, Myton, and Roosevelt; Mr. Winterton seconded motion, all in favor aye, motion carried.

The following bills were submitted for payments:

- Strata Networks – Internet & Ipad - \$39.54
- Connie Sweat – January Wages - \$325.00
- Duchesne County – Replacement Equipment Purchase - \$12,296.79

Mr. Winterton made a motion to approve all the bills as presented and listed above; Mr. Kaminski seconded the motion, all in favor aye, motion carried.

The board reviewed the Zion's Bank Statement and PTIF Account Statements.

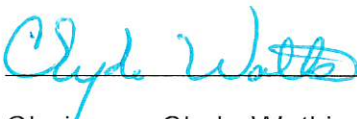
Business

Conflict of Interest Disclosures were recessed until the February meeting.

The Board completed the Fraud Risk Assessment for 2024 and also 2025.

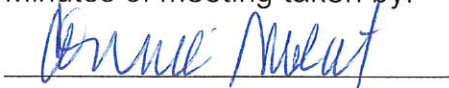
Discussion of 2025 Amended Budget. Motion to approve as presented was made by Mr. Kaminski, seconded by Mr. Winterton. All in favor aye, motion carried.

Mr. Winterton motioned to adjourned the meeting, seconded by Mr. Kaminski. All in favor aye, adjourned at 5:41 pm.



Chairman, Clyde Watkins

Minutes of meeting taken by:



Connie Sweat