

Pinon Forest Special Service District Meeting Held Monday March 10, 2025 at the Pinon Forest Special Service District Building, 28260 West Koch Road, Duchesne, UT 84021

1. Meeting called to order at 5:07 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 February 10, 2025 PFSSD Meeting Minutes – Duchesne County Commissioner Greg Miles motions to approve minutes as presented. PFSSD Vice Chairperson Connie Sweat seconds the motion. The motion passed with no opposing votes.

4. Engineering Comments - Chlorination/Filtration System Update Jones and DeMille representative Jeff Baker updated the board on its final steps of the chlorination and filtration project. The instillation is almost complete, Jeff Baker will be tying up a few loose ends, Jeff Baker will also send a follow up email regarding the thermostat and its function for PFSSD Water Operator Clyde Watkins. Jeff Baker states he will be working closely on closing out the funding for the implantation of our new system.

5. Water Operator Report

PFSSD Water Operator Clyde Watkins stated the monthly water samples have passed testing, he will be working on the CCR reports that are due later this year.

6. Recap of Rural Water Conference - PFSSD Chairperson Melissa Hughes spoke on the educational classes she and PFSSD Secretary Theresa Welborn attended and how beneficial it was to attend.

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 - \$456.90
- Duchesne City Water - \$11.00
- Streamline - \$70.00

- Clyde Watkins - \$1,322.05
- Strata - \$206.90
- Connie Sweat – Board Meeting \$ 50.00
- Theresa Welborn – Secretary Wages \$820.00
- Corey Biesinger - \$110.00

PFSSD Vice Chair Connie Sweat motions to pay the bills and the review of the financials as presented. Duchesne County Commissioner Greg Miles seconds the motion. The motion passed with no opposing votes.

8. Old Business - None was had

9. New Business – None was had

10. Adjourn Meeting –

Duchesne County Commissioner Greg Miles motions to adjourn the meeting, PFSD Vice Chairperson Connie Sweat seconds the motion. The motion passed with no opposing votes. Meeting adjourns at 5:47

Read and approved this on the 10th day of March 2025.

Melissa Hughes

Chair

Connie Sweat

Vice-Chair

Minutes of the meeting prepared by PFSSD Secretary Theresa Welborn