

Minutes of the Regular Meeting of the Board of Trustees  
**UPPER COUNTRY WATER IMPROVEMENT DISTRICT**

Altamont, Utah  
March 20, 2025

The Board of Directors of Upper Country Water Improvement District convened a Regular Meeting of the Board on March 20, 2025, at 7:00 p.m., at the Upper Country Water Improvement District's Office, 4132 North 15675 West, Altamont, Utah 84001. The meeting was open to the public.

**ATTENDANCE**

Directors in attendance were:

Clyde Watkins	Vice Chairman
Charles Miles	Treasurer
Donald Miles	Director
Curtis Miles	Director
Jimmy Brotherson	Director

Chairman Derek Herrera was absent, whose absence was excused.

Director Stetson Christensen was absent, whose absence was excused.

Also, in attendance were:

Kirk Christensen and Chasity Mckinnon, Upper Country Water Improvement District

Director Charles Miles gave the invocation.

**ADMINISTRATIVE MATTERS**

**Call to Order**

The meeting was called to order at 7:10 p.m. by Vice-Chairman Watkins

**Quorum, Location of Meeting Posting of Meeting Notice**

A quorum was confirmed, and the meeting and location were approved and noticed as required.

**Public Comment**

There was no public comment presented at this time.

**CONSENT AGENDA**

Minutes from February 20, 2024, Regular Meeting of the Board.

*The Board reviewed the minutes from February 20, 2024, the Regular Meeting of the Board. Upon motion made by Director Curtis Miles, seconded by Director Charles Miles, and, upon vote, unanimously carried, the Board approved the meeting minutes with a correction to a name spelling that needs to be made.*

FINANCIAL MATTERS

Review of the February unaudited 2025 Financials

Ms. McKinnon provided an overview of the February 2025 Financial Statements, noting that the water usage revenue had increased by \$1,600 compared to the previous February. Ms. McKinnon also reported that expenses, compared to the previous February, are higher by \$3,000 due to bulk inventory purchases. Ms. McKinnon also stated that the Rural Water Association of Utah renewal for 2025 was submitted as well. *Upon motion made by Director Curtis Miles, seconded by Director Donald Miles, and, upon vote, unanimously carried, the Board accepted the Financials for the February 2025 period.*

SYSTEM ISSUES:

System Update:

Mr. Christensen reported that the system is currently running smoothly. Mr. Christensen stated he had been replacing many older meters that have no longer been reading correctly and anticipates replacing more of the older meters each month.

Mr. Christensen provided an overview that the ERC total for water connections is 1,265, with 884 current active connections, noting this is based on the amount of water Upper Country Water District has. Discussion ensued. Mr. Christensen confirmed to the Board that the Master Plan does need to be updated, and the budget has been approved in 2025 for the upgrade to the Master Plan. Further discussion ensued pertaining to the ERC and updating the Master Plan to Upper Country Water.

NEW BUSINESS:

Duchesne County School District, line relocation – Mr. Christensen reported the project is well underway, and he will monitor their progress regarding the lines with Upper Country Water District.

Report from RWAU attendees – Attendees reported that the 2025 RWAU Conference was a success, noting that there are great classes to attend, citing an issue with the good classes being stacked in a one-time frame slot instead of being spread through all the days of the conference.

OTHER BUSINESS:

A quorum was confirmed for the April 17, 2025, Regular Meeting.

ADJOURNMENT

There being no further business to come before the Board at this time, upon a motion made by Director Brotherson, seconded by Director Watkins, and upon vote, unanimously carried, the meeting was adjourned at 7:37 p.m.

Read and approved the 15th day of May 2025.



Derek Herrera  
Board Chairman



Charles Miles  
Treasurer

Minutes of the meeting prepared by Chasity McKinnon

