Minutes of the Regular Meeting of the Board of Trustees

UPPER COUNTRY WATER IMPROVEMENT DISTRICT

Altamont, Utah
May 15, 2025

The Board of Directors of Upper Country Water Improvement District convened a Regular Meeting of the Board on May 15, 2025, at 7:30 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
Curtis Miles	Director
Jimmy Brotherson	Director
Stetson Christensen	Director

Chairman Derek Herrera was absent, whose absence was excused.
Director Donald Miles was absent, whose absence was excused.

Also, in attendance were:

Kirk Christensen and Chasity McKinnon, Upper Country Water Improvement District
Members of the Public: Jeremy Dastrup

Director Jimmy Brotherson gave the invocation.

ADMINISTRATIVE MATTERS

Call to Order
The meeting was called to order at 7:35 p.m. by Director 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

Jeremy Dastrup spoke to the Board requesting water availability for 10 lots.

CONSENT AGENDA

Minutes from March 20, 2025, Regular Meeting of the Board.

The Board reviewed the minutes from March 20, 2025, 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 as presented.

FINANCIAL MATTERS

Review of the unaudited March 2025 Financials

Ms. McKinnon provided an overview of the March 2025 Financial Statements, reporting that the water usage revenue had increased by $1,000 compared to the previous March, noting that a $1,500 Security Deposit had been collected as well. Ms. McKinnon reported that the overall revenue was lower by $3,000, due to a new water connection sold the previous March. Ms. McKinnon reported that there was $10,650 collected in interest for the month of March. Ms. McKinnon also reported that expenses, compared to the previous March, are lower by $6,300 due to the larger expenses having been paid in the previous month. *Upon motion made by Director Curtis Miles, seconded by Director Jimmy Brotherson, and, upon vote, unanimously carried, the Board accepted the Financials for the March 2025 period.*

Review of the unaudited 1st Quarter Review, ending: March 31st, 2025, Financials

Ms. McKinnon provided an overview of the unaudited Financial Statements ending March 31st, 2025, reporting that the revenue is at 21%. Ms. McKinnon reported expenses being in line with budget numbers, noting that there are 3, line items that were over budget guidelines and will be within guidelines at the end of the 4th Quarter 2025. *Upon motion made by Director Stetson Christensen, seconded by Director Charles Miles, and, upon vote, unanimously carried, the Board accepted the unaudited, 1st Quarter Review, ending March 31st, 2025, Financials as presented.*

Review of the unaudited April 2025 Financials

Ms. McKinnon provided an overview of the April 2025 Financial Statements, reporting that the water usage revenue had increased by $1,000 compared to the previous April, noting that two water connections had been sold in the previous April as well as April 2025. Ms. McKinnon reported that the bulk water had decreased by $2,500, compared to the previous April. Ms. McKinnon reported that there was $10,350 collected in interest for the month of April. Ms. McKinnon also reported that expenses, compared to the previous April, are higher by $18,000 due to a large expense paid for inventory replacement on meters. Ms. McKinnon stated that starting in July, PEHP will now be collecting payments a month in advance instead of a retro payment, and in July, the payment to PEHP will be double the payment to be in compliance with PEHP. *Upon motion made by Director Charles Miles, seconded by Director Stetson Christensen, and, upon vote, unanimously carried, the Board accepted the Financials for the April 2025 period.*

SYSTEM ISSUES:

System Update:

Mr. Christensen reported that the system is currently running smoothly.

Mountain Home Pipeline Project:

Mr. Christensen reported that all the pipes had been laid, and pressure tested, noting that he had pulled samples from the pipeline that had failed the testing. Mr. Christensen believes that factors of wind gust and dust comprised the testing, and he will be taking another sample by the end of the week. Mr. Christensen proposed to the Board to pay the full invoice bid from Rowley Construction, even though the work was 200 ft short of the original bid, due to extra rocky conditions, Rowley Construction could not work 200ft. Mr. Christensen stated that he had spoken with Horrocks Engineering regarding the 200ft shortage, and they would submit a change of order to the state. Discussion ensued. The Board agreed to move forward by paying the full bid amount.

Duchesne County School District Project

Mr. Christensen reported that they will be extending the 10-inch line. Discussion ensued.

NEW BUSINESS:

Dastrup – Water availability for 5-10 lots:

Mr. Dastrup confirmed to Director Watkins that he is requesting 5-10 new water connections. Mr. Christensen stated that 10 new water connections fall under a Subdivision Policy, which states the owner of the land is responsible for the cost of the additional pipelines needed for the proposed Subdivision. Mr. Christensen continued, stating that the proposed subdivision would have to be approved through Horrocks Engineering as well. Discussion ensued. Mr. Christensen confirmed that he would contact Horrocks Engineering after he receives the information on the proposal plans for the subdivision from Mr. Dastrup.

Ben/Bonnie DeHart – Consider acceptance of annexing property into the District:

Upon motion made by Director Curtis Miles, seconded by Director Jimmy Brotherson, and, upon vote, unanimously carried, the Board accepted the Financials for the April 2025 period.

OTHER BUSINESS:

A quorum was confirmed for the June 19, 2025, Regular Meeting.

ADJOURNMENT

There being no further business to come before the Board at this time, upon a motion made by Jimmy Brotherson, seconded by Clyde Watkins, and upon vote, unanimously carried, the meeting was adjourned at 8:21 p.m.

Read and approved the 19th day of June 2025.

Derek Herrera
Board Chairman

Charles Miles
Treasurer

Minutes of the meeting prepared by Chasity McKinnon