

**Pinon Forest Special Service District Meeting Held Monday June 09,2025 at the 28260 West Koch Road, Duchesne, Utah 84021**

**1. Meeting called to order at 5:00 p.m.**

**2. Present** – PFSSD Chairperson Melissa Hughes, Commissioner Greg Miles via telephone, PFSSD Vice Chairperson Connie Sweat, PFSSD Water Operator Clyde Watkins, PFSSD Board Member Corey Biesinger, PFSSD Secretary Theresa Welborn

**Absent** –

**3. Read and Approve the May 12, 2025 PFSSD Meeting Minutes** – PFSSD Vice Chairperson Connie Sweat motions to approve minutes as presented. PFSSD Board Member Corey Biesinger seconds the motion. The motion passed with no opposing votes.

**4. Discussion & Consideration of Commercial Account for Residential Use Comments** - After having further discussions, the board is still undecided on a resolution. PFSSD board member Corey Biesinger motioned to table the agenda item until next month. PFSSD Vice Chairperson Connie Sweat seconds motion. Motion passes with no opposing votes.

**5. Engineering Comments – Chlorination/Filtration System Update**

Water Operator Clyde Watkins spoke to the board regarding people who drive around our well site that should not be driving around it. Clyde is going to put up barriers and or obstacles so that a vehicle cannot pass through. He spoke with the board about possibly purchasing a NO ACCESS sign to protect the well area. Clyde told the board that the CCR was ready to upload to the website and the information should be added to the billing for our customers reference.

**6. Water Operator Report** - Water Operator Clyde Watkins has pulled the testing and it has passed. Clyde spoke to the board about the functionality of the valve that was installed, it is not working to his specifications. Commissioner Greg Miles stated we need to have the valve fixed, PFSSD Chairperson Melissa Hughes will reach out to Jeff Baker with Jones & DeMille to resolve the valve issue.

**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 - \$241.75
- Duchesne City Water - \$15.00
- Streamline - \$70.00
- Clyde Watkins - \$2,212.55
- Strata - \$207.91
- Connie Sweat – Board Meeting \$50.00
- Theresa Welborn – Secretary Wages \$840.00
- Corey Biesinger - \$130.00

PFSSD Board member Corey Biesinger motions to pay the bills and the review of the financials as presented. PFSSD Vice Chairperson Connie Sweat seconds the motion. The motion passed with no opposing votes.

**8. Old Business -** PFSSD Board member Corey Biesinger, cleaned around the area, moving rocks and crushed rocks to improve the site. The board talked about possibly having the well site improved with rotomill if possible and will be discussed at a later date.

**9. New Business –** None was had

**10. Adjourn Meeting –**

Vice Chairperson Connie Sweat motions to adjourn the meeting, PFSSD Board member Corey Biesinger seconds the motion. The motion passed with no opposing votes.  
Meeting adjourns at 5:54

*Read and approved this on the 14<sup>th</sup> day of July 2025.*

  
Melissa Hughes

Chair

  
Connie Sweat

Vice-Chair

*Minutes of the meeting prepared by PFSSD Secretary Theresa Welborn*