

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

Altamont, Utah  
June 19, 2025

The Board of Directors of Upper Country Water Improvement District convened a Regular Meeting of the Board on June 19, 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:

Derek Herrera	Chairman
Clyde Watkins	Vice Chairman
Charles Miles	Treasurer
Donald Miles	Director
Curtis Miles	Director
Jimmy Brotherson	Director
Stetson Christensen	Director

Also, in attendance were:

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

Director Donald Miles gave the invocation.

**ADMINISTRATIVE MATTERS**

**Call to Order**

The meeting was called to order at 7:31 p.m. by Director Herrera

**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**

A resident asked the Board for direction on how to collect an unpaid water balance from a renter on his property. The Board informed the resident that the responsibility of collecting balances on a rental property belongs to the property owner.

## CONSENT AGENDA

### Minutes from May 15, 2025, Regular Meeting of the Board.

*The Board reviewed the minutes from May 15, 2025, the Regular Meeting of the Board. Upon motion made by Director Curtis Miles, seconded by Director Clyde Watkins, and, upon vote, unanimously carried, the Board approved the meeting minutes as presented.*

## FINANCIAL MATTERS

### Review of the unaudited May 2025 Financials

Ms. McKinnon provided an overview of the May 2025 Financials, reporting that water usage revenue is higher by \$3,150, along with bulk water being higher by \$1,670. Ms. McKinnon reported that there have been 3 new water connections in May, with one of the new connections being annexed into the district, noting that the annexation fees have been collected, which included back taxes for 27 years and the annexation fee itself. Ms. McKinnon reported that overall revenue is higher by \$7,800, stating there were 7 new water connections purchased the previous May.

Ms. McKinnon reported that expenses are lower by \$53,732 when compared to the previous year. Ms. McKinnon stated that expenses for May, due to an inventory replacement cost last May. Ms. McKinnon reported that expenses are routine and current, noting there was an invoice paid to Horrocks Engineering. Upon motion made by Director Donald Miles, seconded by Director Stetson Christensen, and, upon vote, unanimously carried, the Board accepted the Financials for the May 2025 period.

## SYSTEM ISSUES

### System Update:

Mr. Christensen spoke with the Board about implementing the Water Conservation Rate for the rest of the summer months. Mr. Christensen stated that the continued high use of water by residents is affecting the tanks' ability to keep up with the extra usage. Discussion ensued, Director Herrera inquired about finding an additional water source for the District. Upon further discussion, the Board deferred this topic to next month's meeting.

### Mountain Home Pipeline Project:

Mr. Christensen reported that the Mountain Home Project has been completed. Mr. Christensen stated that SSRD #2 has been invoiced and expects to receive payment soon.

Duchesne County School District Project:

Mr. Christensen reported that he had been contacted about having the meter relocated when the shop is removed. Discussion ensued.

NEW BUSINESS:

Mr. Christensen informed the Board that a resident has requested to purchase an additional water connection on a property that he is purchasing. Discussion ensued.

July Board Meeting Date Change:

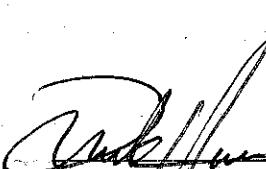
Ms. McKinnon inquired about changing the date of the July 17<sup>th</sup> Board Meeting due to a conflict of availability. After further discussion and *upon motion made by Director Clyde Watkins, seconded by Director Charles Miles, and, upon vote, unanimously carried, the Board accepted a motion to change the date of the Regular Meeting of the Board from July 17<sup>th</sup> to a Special Meeting of the Board on July 15<sup>th</sup>.*

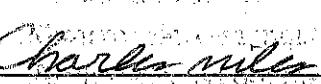
OTHER BUSINESS:

A quorum was confirmed for the July 15, 2025, Special 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.*

  
Derek Herrera  
Board Chairman

  
Charles Miles  
Treasurer

Minutes of the meeting prepared by Chasity McKinnon

