EAST DUCHESNE CULINARY WATER IMPROVEMENT DISTRICT
Duchesne County Building
Board Meeting – August 13, 2025, at 7:00 PM

The East Duchesne Culinary Water Improvement District (EDCWID) board meeting was called to order by the Chairman Matthew G Betts, at 7:10 pm.

Meeting Attendees:
Chairman Matt Betts, board members Chet Hansen, Clinton Moon and Connie Sweat, District Manager Josh Byrnes; Danny Swasey, Independent Auditor Clegg Batty from Aycock & Miles, Jason Broome from Forsgren Engineering, and Clerk JoAnn Evans taking meeting minutes.

Absent:
Co-Chairman Chet Clayburn.

Public Comment:
None

Minutes:
The board reviewed the minutes from July 9, 2025, **working and regular meeting**. Board member Connie Sweat made the motion to approve the minutes. Board Member Chet Hansen seconded the motion. All board members present voted aye, and the motion passed.

Review of Budgets, Bank Statements, Accounts Payable, Payroll, Reconciliation, etc.
Board member Connie Sweat motioned to accept accounts payable, reconciliations, checks and payroll as presented. Board member Chet Hansen seconded the motion. All board members present voted aye, and the motion passed.

Review of Crescent Energy/ Javelin Energy – Account # 495
The water is still turned off until the first of the year.

Discussion & Consideration of Document Management System
Clerk/Administrative Assistant JoAnn Evans states that this is a company and system that accommodates smaller businesses. It will take care of records retention and keeping permanent records in a place separate from where we do now. We do use the google drive to put documents into and we might want to keep doing that for a while. Chairman Matthew G Betts states he thinks everyone needs to look at the documents and pricing over the next month and a decision can be made next board meeting.

Discussion & Consideration of the 2024 Independent Audit with Aycock & Miles
Clegg Batty from Aycock & Miles stated that this audit went very smoothly. He went through pages 11, 12, 13, 20, 21, and 22. He spoke about capitol assets, depreciation, long term debt, and compliance. The public is welcome to come in and review the documents.

Approval of the Certification for the Independent Audit
Board member Connie Sweat made the motion to approve the 2024 audit. Board Member Chet Hansen seconded the motion. All board members present voted aye, and the motion passed.

Discussion & Consideration of Risk Management Items for 2025
The board went through the fraud risk assessment for 2025 and made a couple of changes to the score sheet.

Update to the Utahn Pipeline and Tank
See below for the acceptance letter.

Update to the Bluebench Pump Station
Jason Broome states that the design set for the pipeline is 50% done. Chairman Matthew G Betts states that the district asked for the pump station to be done over 18 months ago. It needs to be done first not the pipeline. This needs to be figured out and put on the front burner. We have an obligation to provide water pressure to those on the bench who do not have it right now. There needs to be a decision made at the next board meeting. We will also need the cost estimates.

There are 2 options for the pump station.
Option (1) is underground well pumps. There will need to be 4 well pumps. This will flow into a casing, and the casing is solid. This will include the pipeline and pressure pipes. The approximate cost will be 1.2 million.
Option (2) is above ground with 4 pumps. It is self-priming and will be inside of a building. It will need to be connected to power and will have an approximate cost of 1.5 million.

Discussion & Consideration of the Acceptance Letter for JRock
We will need to meet with JRock to go over some items that need to be addressed. There are patch leaks and JRock will provide a 2-year warranty. We will need to come to an agreement regarding the cost the district has accrued, and the concrete is not quality concrete. Jason Broome will re-work the letter and get it sent out on August 14, 2025. Board member Chet Hansen motion to approve the corrected letter. Clinton Moon seconded the motion. All board members present voted aye, and the motion passed.

Update from District Manager:
District Manager Josh Byrnes stated that he has his CDL test scheduled for next week. He applied for a grant to cover all the expenses of the class and testing.

- <u>Meters</u> – There is a need to get easements in place before the meters get put in for certain applicants.
- <u>Equipment Purchases</u> – None
- <u>Antelope Lines</u> – Josh Byrnes states that he would like to make these lines compliant. Berry Petroleum will need to set up a meeting with the board to have this discussion since it is on Tribal ground. Until then there is nothing that can be done.
- <u>Delinquencies</u> – There are several people on the delinquency list that will need to have their water shut off. They are 60 days or more overdue.

Consideration of Updated Items from the District Manger
None

Closed Session was entered into at 8:58 PM – There was a motion by board member Chet Hansen to go into closed session. Board member Clinton Moon seconded the motion. All board members voted aye, and the motion passed.

<u>Roll Call Vote</u>

Matt Bett	**Yes**
Chet Clayburn	**Absent**
Chet Hansen	**Yes**
Clinton Moon	**Yes**
Connie Sweat	**Yes**

Closed Session was exited at 9:28 PM – There was a motion by board member Connie Sweat to come out of closed session. Board member Chet Hansen seconded the motion. All board members voted aye, and the motion passed.

Consideration to take action that was discussed under closed session.
none

Adjourned: 9:29 PM

X [signature]
Matthew G. Betts
EDCWID Board Chairman

X JoAnn Evans
JoAnn Evans
Clerk/Administrative Assistant