

Minutes of the Special Meeting of the Board of Trustees
UPPER COUNTRY WATER IMPROVEMENT DISTRICT

Altamont, Utah
September 25, 2025

The Board of Directors of Upper Country Water Improvement District convened a Special Meeting of the Board on September 25, 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	President
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

Director Jimmy Brotherson gave the invocation.

ADMINISTRATIVE MATTERS

Call to Order

The meeting was called to order at 7:30 p.m. by Director Derek Herrera.

Quorum, Location of Meeting, Posting of Meeting Notice

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

CONSENT AGENDA

Minutes from August 21, 2025, Regular Meeting of the Board.

The Board reviewed the minutes from August 21, 2025, the Regular Meeting of the Board. Upon motion made by Director Donald Miles, seconded by Director Curtis Miles, and, upon vote,

unanimously carried, the Board approved the meeting minutes, with the revision of the second by the correct Director on the motion to adjourn the meeting.

FINANCIAL MATTERS

Review of the unaudited August 2025 Financials

Ms. McKinnon provided an overview of the August 2025 Financials, reporting that water usage revenue is lower by \$1,000, along with bulk water usage being slightly lower as well. Additionally, there was 1 new water connection in the month of August, and the overall revenue is reported to be lower by \$8,800, noting there were 2 new water connections purchased in the previous August. Ms. McKinnon reported \$10,900 was collected in interest for the month of August.

Ms. McKinnon reported that expenses are higher by \$7,000 when compared to the previous August, explaining that the payment to Aycock, Miles, and Associates was paid for the 2024 Annual Audit for Upper County Water, along with dues and subscription costs for various compliance renewals. *Upon motion made by Director Christensen, seconded by Director Charles Miles, and, upon vote, unanimously carried, the Board accepted the Financials for the August 2025 period.*

Ms. McKinnon provided an overview of the High-Water Usage for the month of August 2025. Discussion ensued.

SYSTEM ISSUES

System Update:

Mr. Christensen reported that he has installed 2 of the new connections that have been purchased and will be working to install the remaining new connections purchased in 2025.

Mr. Christensen reported that the Duchesne County School District is working to get the new lines laid and pressure tested so they can switch over to the new lines. Discussion ensued.

Mr. Christensen reported that the Division of Drinking Water has been contacted to request assistance in notifying consumers who have been confirmed that their pipes do not show any trace of lead and copper, and then Upper Country Water will be in compliance with the requirements from the Division of Drinking Water.

OTHER BUSINESS:

Update on Upper County Water Website

Ms. McKinnon reported that the updated website is underway, noting that it is going to look great.

Retirement Discussion – System Manager

Director Watkins opened a discussion pertaining to the retirement agenda on the System Manager position. Discussion ensued.

Confirm quorum for the October 16th, 2025

A quorum was confirmed for the October 16th, 2025, Regular Meeting of the Board.

ADJOURNMENT

There being no further business to come before the Board at this time, upon a motion made by Jimmy Brotherson, seconded by Director Watkins, and upon vote, unanimously carried, the meeting was adjourned at 7:58 p.m.

Read and approved on the 16th day of October 2025.



Derek Herrera
Board Chairman



Charles Miles
Treasurer

Minutes of the meeting prepared by Chasity McKinnon

