

**Pinon Forest Special Service District Meeting Held Tuesday October 14, 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 PFSSD Vice Chairperson Connie Sweat, PFSSD Water Operator Clyde Watkins via phone, PFSSD Board Member Corey Biesinger, Commissioner Greg Miles via phone and PFSSD Secretary Theresa Welborn

Absent –

- 3. Read and Approve the September 08, 2025 PFSSD Meeting Minutes** – PFSSD Board Member Corey Biesinger motions to approve minutes as presented. PFSSD Vice Chair Person Connie Sweat seconds the motion. The motion passed with no opposing votes.

- 4. Discussion & Consideration of becoming a member of the Utah Water Users Association** - PFSSD Chairperson Melissa Hughes asked the board their opinions of becoming a member of the Utah Water Users. There was a positive response. PFSSD Water Operator Clyde Watkins mentioned that it would be a great resource for PFSSD, he also mentioned their workshops in the spring are very beneficial. PFSSD Board Member Corey Biesinger motioned to join The Utah Water Users Association Commissioner Greg Miles seconds the motion. The motion passes with no opposing votes.

- 5. Water Operator Report** - Water Operator Clyde Watkins pulled testing samples and they have passed.

6. 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 - \$218.32
- Postmaster \$126.00
- Streamline - \$70.00
- Clyde Watkins - \$1,423.91
- Strata - \$207.42
- Duchesne Water - \$15.00

- Connie Sweat – Board Meeting \$50.00
- Theresa Welborn – Secretary Wages \$820.00
- Corey Biesinger - \$360.00

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

7. Old Business - Duchesne County Road Department will be paving around the well house in October.

8. New Business – None at this time.

9. Adjourn Meeting –

Commissioner Greg Miles motions to adjourn the meeting. The motion is uncontested, PFSSD Vice Chair Person Connie Sweat seconds the motion. The motion passed with no opposing votes. Meeting adjourns at 5:24

Read and approved this on the 14th day of October 2025.

Melissa Hughes

Chair

Connie Sweat

Vice-Chair

Minutes of the meeting prepared by PFSSD Secretary Theresa Welborn