

EAST DUCHESNE CULINARY WATER IMPROVEMENT DISTRICT
Duchesne County Building
Board Meeting – December 3, 2025, at 7:15 PM

The East Duchesne Culinary Water Improvement District (EDCWID) board meeting was called to order by the Co-Chairman Chet Clayburn, at 7:00 pm.

Meeting Attendees:

Co-Chairman Chet Clayburn, Chet Hansen, Connie Sweat, Clinton Moon, District Manager Josh Byrnes, Danny Swasey, Skyler Cozzins from Forsgren Engineering, and Clerk/Admin. Asst. JoAnn Evans taking meeting minutes.

Absent:

Chairman Matt Betts

Public Comment:

None

Consideration of 2025 & 2026 Budget

Board member Connie Sweat motioned to approve the 2025 & 2026 budgets. Board member Chet Hansen seconded the motion. All members present voted aye. The motion passed.

Consideration of Resolution #25-2, Budget Adoption for 2026

Board member Connie Sweat motioned to approve Resolution # 25-2. Board member Chet Hansen seconded the motion. All members present voted aye. The motion passed.

Consideration of Resolution #25-3, Budget Increase for 2025

Board member Connie Sweat motioned to approve Resolution # 25-3. Board member Chet Hansen seconded the motion. All members present voted aye. The motion passed.

Consideration of Resolution #25-2, Budget Transfers for 2025

Board member Connie Sweat motioned to approve Resolution # 25-4. Board member Chet Hansen seconded the motion. All members present voted aye. The motion passed.

Minutes:

The board reviewed the minutes from November 12, 2025, regular meeting. Board member Connie Sweat made the motion to approve the minutes with corrections to have Kim Swasey sign 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 Per Contract

The usage and amounts were reviewed.

Discussion & Consideration of Signature Cards for Zions Bank for all Accounts

Clerk JoAnn Evans stated that we have not been getting the money market account statements. This is because Lee Moon's name is still on the signature card. We need to have all board members go into Zions Bank and sign a signature card for all accounts so that everything is current for the bank. Co-Chairman Chet Clayburn stated that the board will need to do this soon.

Discussion & Consideration of High Desert Water Bill with Brad Mecham

There was some discussion about the amounts owed and how to go about collecting the money. This discussion was tabled until Chairman Matt Betts can attend a meeting to discuss this further.

Discussion & Consideration of a Water Connection with Russell Dewar

Tabled

Forsgren Engineering Updates

Update to the Blue Bench Pump Station

Skyler Cozzins from Forsgren Engineering stated that they are finalizing the bidding documents. They will need to change a few of the dates because of the holidays. They will put the bid documents out on January 5, 2026, and they will be due back to Forsgren on January 28, 2026. They will then finalize everything at the board meeting on February 11, 2026.

Update to the Blue Bench Pipeline

The design for the pipeline is 100% done. They still need to talk with the fire marshal to see what the requirements will be. They will submit this at the January 2026 board meeting.

Update to the Utahn Pipeline and Tank

They have a meeting with the district's attorney tomorrow at 1:00 PM. They will discuss what needs to be done from this point forward. JRock has told Jason at Forsgren Engineering they will start repairs on Monday, December 8, 2025.

Update from District Manager:

- ❖ Meters – No Discussion
- ❖ Equipment Purchases – No Discussion
- ❖ Antelope Lines – No Discussion
- ❖ Delinquencies – There are a few delinquencies that will be shut of at the end of the month. There will be a few at the end of next month as well. Manager Josh Byrnes made a few phone calls and some of the people will pay today or tomorrow.
- ❖ Leaks – No Discussion

Consideration of Updated Items from the District Manger

Chairman Matthew G Betts joined the meeting via telephone for the closed session.

Closed Session – 8:53 PM

Board member Connie Sweat motioned to go into closed session. Board member Clinton Moon seconded the motion. All members present voted aye. The motion passed.

Roll Call Vote

Matthew G Betts	yes
Chet Clayburn	yes
Chet Hansen	yes
Clinton Moon	yes
Connie Sweat	yes

At 9:17 board member Connie Sweat motioned to come out of closed session. Board member Chet Hansen seconded the motion. All members present voted aye. The motion passed.

Consideration to take action that was discussed under closed session.

Board member Connie Sweat motioned to authorize Chairman Matt Betts to hire 2 independent auditors to audit the meter readings for the district in the last 5 years. Board member Chet Hansen seconded the motion. All members present voted aye. The motion passed.

Adjourned: 9:24 pm

X



Chet Clayburn
EDCWID Board Co-Chairman

X



JoAnn Evans
Clerk/Administrative Assistant