

**Pinon Forest Special Service District Meeting Held Tuesday March 10, 2026 at 60 West 400
South Duchesne, Utah 84021**

1. Meeting called to order at 5:01 p.m.

2. Present – PFSSD Chairperson Melissa Hughes, PFSSD Vice Chairperson Connie Sweat, Commissioner Greg Miles, PFSSD Water Operator Clyde Watkins, PFSSD Board Member Corey Biesinger via zoom and PFSSD Secretary Theresa Welborn

Absent –

3. Discussion & Consideration of Appreciation of Help During Maintenance - PFSSD Chair Person Melissa Hughes wanted to thank everyone who participated in the well shut down and their support to make sure the customers had water by meeting the patrons at Duchesne City water fill station. She also thanked Clyde Watkins for the long hours he put in to make sure the well maintenance and repair was a success. She would like to gift everyone that helped with a \$50 gift card. The PFSSD Board thanked everyone for their help. PFSSD Board Member Corey Biesinger motioned for the purchase of \$50.00 gift cards to all that helped with the shutdown. Commissioner Greg Miles seconds the motion. The motion passed with no opposing votes.

4. Read and Approve the February 10, 2026 Meeting Minutes – PFSSD Vice Chair Person Connie Sweat motions to approve the minutes as presented. Commissioner Greg Miles seconds the motion. The motion passed with no opposing votes.

5. Water Operator Report - Water Operator Clyde Watkins pulled bacti testing samples, they have passed. Clyde stated the well has been fixed and is operational now. He stated that we need to keep a close eye on the aquifer level before adding more customers.

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 - \$393.95
- JN Trucking - \$ 870.00

- Streamline - \$73.00
- Cutting Edge - \$29,850.00
- Clyde Watkins - \$1,845.13
- Strata - \$207.50
- Duchesne Water - \$324.51
- Connie Sweat – \$50.00
- Theresa Welborn –\$980.00
- Corey Biesinger - \$110.00

PFSSD Vice Chair Person Connie motions to pay the bills and the review of the financials as presented. Commissioner Greg Miles seconds the motion. The motion passed with no opposing votes.

- 7. Old Business** – PFSSD Board Member Corey Biesinger will be in the area and will put up the new signs that were ordered for the property. He is still reviewing cameras for the well house.
- 8. New Business** - PFSSD Chair Person Melissa Hughes talked about emails that were coming in to PFSSD Secretary Theresa Welborn, There have been 2 requests to refund the monthly invoices as the well was down. The board decided to not refund the monthly invoices as PFSSD residents had water provided for them at the Duchesne County Fill Station. The board also stated they had volunteers to help attend anyone who was in need of water and willing to meet the residents at their time of request.

9. Adjourn Meeting –

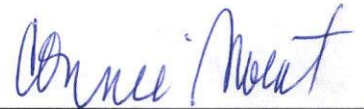
Commissioner Greg Miles motioned to adjourn. Motion not contestable, end of agenda. Meeting adjourns at 6:18

Read and approved this on the 14th day of April 2026.



Melissa Hughes

Chair



Connie Sweat

Vice-Chair

Minutes of the meeting prepared by PFSSD Secretary Theresa Welborn,