

Pinon Forest Special Service District Meeting Held Monday August 10, 2026 at 28260 West Koch Road, Duchesne, Utah 84021

- 1. Meeting called to order at 5:05 p.m.**
- 2. Present** – PFSSD Chairperson Melissa Hughes, PFSSD Vice Chairperson Connie Sweat, Commissioner Greg Miles, via zoom PFSSD Water Operator Clyde Watkins, PFSSD Secretary Theresa Welborn and PFSSD Customer Kevin Bass via: phone call.

Absent – PFSSD Board Member Corey Biesinger

- 3. Discussion & Consideration of Rate Increase** – Commissioner Greg Miles motioned to adopt the below rate increase for the PFSSD billing cycle starting September 1st, 2026 billing on October 1st, 2026. Vice Chair Person Connie Sweat seconds the motion, motion passed with no opposing votes.

Rate increase:

Monthly service fee: From \$45.00 to \$55.00

Vacation (No Water Used): From \$10.00 to \$20.00

Overage over 8,000 gallons: From \$3.00 to \$6.00 per 1,000 gallons up to 13,000 gallons then \$8.00 per 1,000 gallons after 13,000 gallons

Disconnect fee: From \$25.00 to \$30.00

Reconnect fee: From \$25.00 to \$50.00

Connection fee: From \$35.00 to \$50.00

The late fee will remain \$10.00 and will be applied after each due date for the month the payment isn't received.

- 4. Reading and Approval of the July 13, 2026 Meeting Minutes** – PFSSD Vice Chair Person Connie Sweat motioned to approve the July 13, 2026 meeting minutes. Commissioner Greg Miles seconds the motion. The motion passed with no opposing votes.
- 5. Discussion of Cybersecurity Requirement** - Discussion was had regarding cyber security and the measures it will take to comply with the State of Utah to protect PFSSD.
- 6. Water Operator Report** - SSD Water Operate Clyde Watkins stated the aquafer level is still lower than last year. The well is taking a little more Chlorine, but nothing to raise concerns.

7. 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 - \$171.22
- Civic Plus - \$73.00
- Clyde Watkins - \$1,391.69
- Strata - \$206.65
- Duchesne Water - \$15.00
- Connie Sweat – \$50.00
- Theresa Welborn – \$800.00
- Corey Biesinger - \$50.00

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

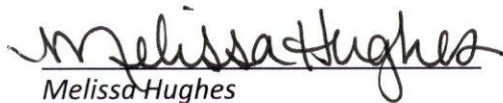
8. Old Business – None was had

9. New Business - None was had

10. Adjourn Meeting –

Commissioner Greg Miles motioned to adjourn. Motion not contestable, end of agenda. Meeting adjourns at 6:06

Read and approved this on the 8th day of September 2026.


Melissa Hughes

Chair


Connie Sweat

Vice-Chair

Minutes of the meeting prepared by PFSSD Secretary Theresa Welborn.