

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

Altamont, Utah
January 15, 2026

The Board of Directors of Upper Country Water Improvement District convened a Regular Meeting of the Board on January 15th, at 7:00 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
Donald Miles	Director
Jimmy Brotherson	Director
Stetson Christensen	Director

Absent was Director Charles Miles, whose absence was excused.

Also, in attendance were:

Kirk Christensen and Chasity McKinnon, Upper Country Water Improvement District

Director Donald Miles gave the invocation.

ADMINISTRATIVE MATTERS

A. Call to Order

The meeting was called to order at 7:03 p.m. by Chairman Derek Herrera.

B. 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

A. Minutes from December 15, 2025, Regular Meeting of the Board.

The Board reviewed the minutes from the December 15, 2025, Regular Meeting of the Board. Upon motion made by Director Donald Miles, seconded by Director Watkins, and, upon vote, unanimously carried, the Board approved the meeting minutes, as presented.

FINANCIAL MATTERS

B. Review and consider acceptance of the unaudited November 30, 2025, Financial Statements.

Ms. McKinnon reported that a billing issue occurred where meters did not download correctly, making November water revenue appear approximately \$7,000 lower than the prior November. The missed billing was caught up in December. Bulk water revenue is approximately \$1,200 lower than last year. One new water connection was purchased in early November. Overall, revenue is approximately \$2,000 lower than \$8,000 due to the new water connection. Expenses were \$7,000 lower than previous November.

After further discussion, and upon motion made by Director Donald Miles, seconded by Director Christensen, and upon a vote, the Board unanimously carried the Motion and accepted the Financials for the November 2025 period.

C. Review and consider acceptance of the unaudited December 31, 2025, Financial Statements.

Ms. McKinnon reported that the water usage revenue is within \$500-\$800 of the previous year. Water revenue is approximately \$2,000 lower than in the previous December. No new water connections. Expenses were \$7,000 lower than the previous year due to inventory replenishing last year.

After further discussion, and upon motion made by Director Christensen, seconded by Director Donald Miles, and upon a vote, the Board unanimously carried the Motion and accepted the Financials for the December 2025 period.

C. Review and consider acceptance of the unaudited Financial Statement for the Quarter ending December 31, 2025.

D. During Quarter 4, water revenue reached approximately 109% of budget, with bulk water sales at approximately 189% of budget. Several minor expenses overages were noted, including insurance increases, software support for the district website, and postage totaling approximately \$1,200, all of which were addressed in the 2026 budget. Capital expenditure remained under budget, including the backhoe trade-in, which was completed below the \$18,000 budgeted amount. A small accounting adjustment of \$251 will be corrected prior to the audit.

After further discussion, and upon motion made by Director Watkins, seconded by Director Brotherson, and upon a vote, the Board unanimously carried the Motion and accepted the Financials for Quarter 4.

SYSTEM ISSUES

A. System Update:

Mr. Christensen reported that a water leak was reported the day after Christmas and was repaired the following day, with corrosion and rusted components being a maintenance concern. The board discussed proactively replacing high-risk saddles to reduce emergency repairs. Subdivision activity across the system was discussed,

including the need for developers to demonstrate adequate water supply and pay for required system extensions.

NEW BUSINESS:

- A. Code of ethics signed by board members
- B. Open and Public Meetings Act Training
- C. Dry Gulch Irrigation Meeting – Proxy
Need to vote for a proxy for the meeting coming up on January 28th . *A motion was made by Director Donald Miles, seconded by Director Christensen, and upon a vote, the Board unanimously carried the Motion and accepted Kirk and Clyde to be the proxies.*
- D. RWAU- Conference
- E. Phillip Whiting's letter submission to be accepted as an appointed board member
After further discussion, and upon motion made by Director Watkins, seconded by Director Brotherson, and upon a vote, the Board unanimously carried the Motion and appointed Phillip as a board member.
- F. Confirm quorum for the February 19th, 2026
- G. A quorum was confirmed for the February 19th, 2026, Regular Meeting of the Board, noting the meeting will begin at 7:00 p.m. and will be held at the Upper Country Water Office in Altamont, UT.

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 7:51 p.m.

Read and approved on the 19th day of February 2026

Derek Herrera
Board Chairman

Charles Miles
Treasurer

Minutes of the meeting prepared by Cheyenne Reid _____