



## Cedarview-Montwell SSD

270 North 500 West, Roosevelt, Utah 84066  
Phone: (435) 823-4578

BOARD MEETING

# MINUTES

WEDNESDAY, SEPTEMBER 18, 2024

OBJECTIVE:	<b>Month Board Meeting – September</b>
CALLED BY:	<b>Brent Powell, Board Chairman</b>
DATE:	<b>September 18, 2024</b>
TIME:	<b>5:30 PM</b>
LOCATION:	<b>CMSSD Office – 270 N 500 W, Roosevelt, UT 84066</b>
ATTENDEES:	Brent Powell, Adam Kendall, Kim Bastian, Judy Hamblin, Mikelle Despain, Dean Powell, Aaron Bradshaw, Jeff McCarty
ABSENT:	Tracy Michaelis

### Public Comment

NOTES: No Comments

### Conflict of Interest

NOTES: None Noted

### Approval of Bills

NOTES: Brent Presented the Bills as written

ACTION ITEMS: Kim made a motion to approve the bills, seconded by Dean, unanimous, motion carries

### Approval of Minutes

NOTES: Brent Presented the Minutes for July as written

ACTION ITEMS: Motion to Approve July Minutes made by Judy, seconded by Kim, unanimous, motion carries



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## CMSSD - Item 1: Roosevelt City

NOTES:	N/A	
KEY DECISIONS:	N/A	
ACTION ITEMS:	Needing Roosevelt City's Contract	Deadline: <b>N/A</b>

## CMSSD - Item 2: Victory Pipeline Bond Resolution

NOTES:	<ul style="list-style-type: none"> <li>- Consideration for and adoption of a Resolution calling a public hearing to receive input with respect to the issuance of Parity Water Revenue Bonds in an amount not to exceed \$2,000,000 for construction of a transmission line that will connect the distribution system to the Victory Pipeline and any potential impact to the private sector from the construction of Project.</li> <li>- Brent read in the Resolution</li> </ul>	
KEY DECISIONS:	<ul style="list-style-type: none"> <li>- Motion made by Kim to accept the Resolution, seconded by Judy, Dean in Favor, Adam in Favor, Brent in Favor, Mikelle in Favor, unanimous, motion carries</li> </ul>	
ACTION ITEMS:	<ul style="list-style-type: none"> <li>- Move forward with Public Bond Hearing</li> </ul>	Deadline: <b>10/16/2024</b>

## Sunrise Engineering – Item 1: Right-of-Way Report

NOTES:	<ul style="list-style-type: none"> <li>- Jeff advised that we are still waiting for Roosevelt City ROW</li> <li>- Brent advised that he will be meeting with Roybal tomorrow</li> <li>- \$95,000 requested by the Tribe plus 6 connections.</li> <li>- \$70,000 budgeted for Tribal and \$70,000 budgeted for Allottees.</li> <li>- Jeff advised there are 21 Parcels between Tribal and Allottees of which 8 are Tribal.</li> </ul>	
KEY DECISIONS:	To keep moving forward getting the last of the ROW's completed	
ACTION ITEMS:	<ul style="list-style-type: none"> <li>Brent to meet with Roybal's</li> <li>Jeff to follow-up with Roosevelt City</li> </ul>	Deadline: <b>N/A</b>



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## Sunrise Engineering – Item 2: Victory Pipeline Report

NOTES:	Bidding the Project	
	<ul style="list-style-type: none"> <li>- Jeff stated RFQ (Request for Qualifications) is ready to be sent out</li> <li>- Jeff suggested that CMSSD Board get together before the next board meeting to review RFQ's and approve contractors to bid on the project.</li> <li>- CMSSD Board set Tuesday, October 1, 2024, as the review date with a workshop meeting at 5:30 PM</li> </ul>	
	Project Construction	
	<ul style="list-style-type: none"> <li>- Jeff provided and update and recap of project scope.</li> <li>- Jeff advised that the bid would need to include an 8-inch line to the existing system</li> <li>- Jeff also advised of priority of items to bid</li> <li>- CMSSD Board advised that the Farnsworth Property maybe a good location for tank</li> <li>- Judy advised that DCWCD Tank is under contract with Roosevelt City</li> <li>- Adam questioned Judy about the validity of that.</li> <li>- Kim, Dean and Brent along with Alan advised that it is in fact under contract with Roosevelt City</li> <li>- Jeff inquired about what CMSSD would be willing to offer Farnsworth for property</li> <li>- Aaron read the previous motion from last month's meeting</li> </ul> <p>Motion made by Dean to Continue Discussion with Kim Farnsworth about Property, board agreed on 1 residential connection, \$6,000.00 for property purchase at minimum of 1 Acre, seconded by Mikelle, unanimous, motion carries</p> <ul style="list-style-type: none"> <li>- Mikelle raised concerns that a tank may not be in the budget</li> <li>- Adam raised concerns about not having a distribution line</li> <li>- Brent shared that we need to wait until we receive bids back with options to really know what would work.</li> </ul>	
	Right-of-Way's	
	<ul style="list-style-type: none"> <li>- Brent advised that he has been working with Roybal's and would try to get Galindo's too.</li> </ul>	
KEY DECISIONS:	N/A	
ACTION ITEMS:	N/A	Deadline: <b>N/A</b>

## Sunrise Engineering – Item 3: Lead & Copper Report

NOTES:	<ul style="list-style-type: none"> <li>- Jeff advised that inventory will be sent to the State of Utah</li> </ul>	
KEY DECISIONS:	N/A	
ACTION ITEMS:	N/A	Deadline: <b>N/A</b>



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## Sunrise Engineering – Item 4: Master Plan Report

NOTES:	<ul style="list-style-type: none"> <li>- Jeff shared that no work has been done on this.</li> <li>- Jeff advised that Division of Drinking Water has given CMSSD a temporary exemption on added more connections based on usage reports.</li> </ul>	
KEY DECISIONS:	N/A	
ACTION ITEMS:	N/A	Deadline: <b>N/A</b>

## Sunrise Engineering – Item 5: CMSSD Building Report

NOTES:	<ul style="list-style-type: none"> <li>- Jeff stated that after several comments and concerns about the building’s design that we could meet with him again during the Bidding Grading Meeting on October 1, 2024.</li> <li>- Brent inquired if the payment option changes for using tax revenue to pay instead of annual revenue</li> <li>- Jeff advised that they are still looking into that.</li> </ul>	
KEY DECISIONS:	N/A	
ACTION ITEMS:	Further discussion during October 1, 2024 Bid Grading Meeting	Deadline: <b>10/01/2024</b>

## Board Chairman Report – Item 1: Cross Connection

NOTES:	<ul style="list-style-type: none"> <li>- Brent read into record the CMSSD Cross Connection Policy</li> </ul>	
KEY DECISIONS:	<ul style="list-style-type: none"> <li>- Placed into Policy</li> </ul>	
ACTION ITEMS:	Motion made to accept the Cross Connection Policy as read by Brent made by Judy, seconded by Dean, unanimous, motion carries	Deadline: <b>N/A</b>



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## Water Manager Report – Item 1: System Report

NOTES:	<ul style="list-style-type: none"> <li>- Alan advised that he completed our TriCounty Health Department Sanitary Survey</li> </ul> <p>Following actions needed to be corrected:</p> <ol style="list-style-type: none"> <li>1. Seals on tank need to be replaced</li> <li>2. Drains needed to be cleared of vegetation</li> <li>3. That CMSSD might incur IPS Points</li> </ol> <ul style="list-style-type: none"> <li>- Dean advised that Freston’s Line has been flushed out</li> <li>- Discussion of reporting was brought up by Aaron</li> </ul> <p>The following was agreed upon:</p> <ol style="list-style-type: none"> <li>1. That a group chat would be established to ensure that everyone is aware of maintenance</li> </ol>	
KEY DECISIONS:	N/A	
ACTION ITEMS:	N/A	Deadline: <b>N/A</b>

## Office Manager Report – Item 1: Streamline

NOTES:	<ul style="list-style-type: none"> <li>- Aaron shared PowerPoint Presentation from Streamline on pricing</li> <li>- Aaron advised that pricing is fair in comparing it to others</li> </ul>	
KEY DECISIONS:	Judy made a motion to move forward with selecting the mid-tier plan at \$135.00 for next year pending further research by Aaron, seconded by Dean, Adam in Favor, Kim in Favor, Mikelle abstained, motion carries	
ACTION ITEMS:	Aaron to contact Streamline and move to mid-tier at \$135.00	Deadline: <b>N/A</b>

## Closed Session

REASON:	CMSSD to discuss in CLOSED SESSION details regarding Victory Pipeline.	
ACTION ITEMS:	Motion made by Mikelle to go into a Closed Session, seconded by Judy, unanimous, motion carries	
ACTION ITEMS:	Motion made by Dean to come out of Closed Session, seconded by Judy, unanimous, motion carries	

## Adjourn



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## Exhibit "A"

### Expenditures

Payee	Purpose	Type	Check #	Amount
Alan Allred	Used Meter Purchase	Check	4333	\$500.00
Badger Meter	Meter Reading	Check	4334	\$76.68
DCWCD	Water Supply	Check	4344	\$3,486.22
Duchesne County	Office Rent	Check	4335	\$500.00
McKeachnie Law Offices	Legal Services	Check	4336	\$157.50
Payroll	Allred, Alan	Check	4342	\$999.93
Payroll	Bradshaw, Aaron	Check	4343	\$1,180.85
Powell, Dean	Asst. Water Mgr	Check	4337	\$142.13
RWAU	Membership Dues	Check	4338	\$455.00
Stewarts	Board Meeting Food	Debit	EFT	\$33.86
Strata Networks	Phone & Internet Bill	Debit	4339	\$167.13
Streamline	Website Bill	Debit	EFT	\$50.00
TriCounty Health Dept.	Testing	Check	4339	\$20.00
UASD	Membership Dues	Check	4340	\$446.00
USPS	Postage	Debit	EFT	\$76.65
Utah Division of Finance	Sharmel Loan	Check	4341	\$27,610.00
<b>Total</b>				<b>\$35,901.95</b>