



## Cedarview-Montwell SSD

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

WEDNESDAY, JUNE 12, 2024

# BOARD MEETING MINUTES

OBJECTIVE:	<b>MONTH BOARD MEETING – JUNE</b>
CALLED BY:	<b>BRENT POWELL, BOARD CHAIRMAN</b>
DATE:	<b>JUNE 12, 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, Tracy Michaelis, Dean Powell, Aaron Bradshaw, Jeff McCarty
ABSENT:	Alan Allred

### Public Comment

Notes:

No Comments

### Conflict of Interest

Notes:

AJ to Abstain from voting on anything to do with Victory Pipeline ROW's

### Approval of Minutes

Notes:

Brent Presented the Minutes for April & May as written

Action Items:

Motion to Approve April Minutes made by Judy, seconded by Tracy, unanimous, motion carries  
Motion to Approve May Minutes made by Judy, seconded by Dean, unanimous, motion carries

### Approval of Bills

Notes:

Brent Presented the Bills as written

Action Items:

Dean made a motion to approve the bills, seconded by Judy, unanimous, motion carries



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## Approval of CCR

Notes:	Brent Presented the CCR as written	
Key Decisions:	Judy Advised that meeting times need to be adjusted in the CCR	
Action Items:	Motion to Approve CCR with correct meeting times made by Judy, seconded by Dean, unanimous, motion carries	

## CMSSD - Item 1: Roosevelt City

Notes:	<ul style="list-style-type: none"> <li>No one from Roosevelt City Present to discuss further</li> </ul>	
Key Decisions:	<ul style="list-style-type: none"> <li>Brent tabled the item till next meeting</li> </ul>	
Action Items:	<ul style="list-style-type: none"> <li>Discuss next Month, follow up with Roosevelt City</li> </ul>	Deadline: 7/10/2024

## Sunrise Engineering – Item 1: ROW’s

Notes:	<ul style="list-style-type: none"> <li>Jeff reported that he got a Fair Market Value Letter back from the BIA</li> <li>Jeff advised that the next step is getting a hold of the Allotees</li> <li>Jeff suggested that we have Question-and-Answer Session with Allotees</li> <li>Dean shared that easements are going from \$1000.00 to \$5,000.00.</li> </ul>	
Key Decisions:	<ul style="list-style-type: none"> <li>N/A</li> </ul>	
Action Items:	<ul style="list-style-type: none"> <li>Plan a Question-and-Answer Session for Allotees for a future meeting</li> </ul>	Deadline: 07/10/2024

## Sunrise Engineering – Item 2: Master Plan

Notes:	<ul style="list-style-type: none"> <li>Jeff reiterated the district’s request for more connections</li> <li>Jeff advised that State of Utah is wanting Daily Averages</li> <li>Jeff advised that Sunrise Engineering has done a comparison with CMSSD &amp; Tridell-Lapoint Water</li> <li>CMSSD has the potential of 400 Connections with Roosevelt City Source and up-to 500 with addition of Victory.</li> </ul>	
Key Decisions:	<ul style="list-style-type: none"> <li>N/A</li> </ul>	
Action Items:	<ul style="list-style-type: none"> <li>N/A</li> </ul>	Deadline: N/A



**Sunrise Engineering – Item 3: Lead & Copper**

Notes:	<ul style="list-style-type: none"> <li>• Jeff advised that Plans and Documents are being reviewed and ESRI Information has been sent Alan, Dean and Aaron at CMSSD</li> <li>• Brent asked about Due Date</li> <li>• Jeff shared that Due Date is October 14, 2024, for Inventory</li> <li>• Brent voiced concerns with how much CMSSD is being involved with the process</li> <li>• Jeff shared his thoughts about time keeping for the project of coding time to project</li> </ul>	
Key Decisions:	<ul style="list-style-type: none"> <li>• Involving CMSSD Personnel</li> </ul>	
Action Items:	<ul style="list-style-type: none"> <li>• N/A</li> </ul>	Deadline: N/A

**Sunrise Engineering – Item 4: Victory**

Notes:	<ul style="list-style-type: none"> <li>• Jeff advised that plans are really close to being sent to the State of Utah</li> <li>• Jeff shared Sunrise Engineering’s Plan moving forward:               <ol style="list-style-type: none"> <li>1. Finish Plans</li> <li>2. Send out to Bid</li> <li>3. Possibly requesting additional funds from Division of Drinking Water</li> </ol> </li> <li>• Tracy inquired about Environmental Requirements and Time Frame and if they have set that up yet.</li> <li>• Jeff shared that Sunrise Engineering will be doing the Environmental Study and it has been scheduled</li> <li>• Jeff advised that Easements are moving forward for Roybal and Galindo and wanted to discuss details in a Closed Session</li> </ul>	
Key Decisions:	<ul style="list-style-type: none"> <li>• CMSSD to discuss in CLOSED SESSION details regarding negotiations for easements</li> </ul>	
Action Items:	<ul style="list-style-type: none"> <li>• Go into CLOSED SESSION to Discuss</li> </ul>	Deadline: 6/12/2024

**CLOSED SESSION**

Reason:	<ul style="list-style-type: none"> <li>• CMSSD to discuss in CLOSED SESSION details regarding negotiations for easements</li> </ul>
Action Items:	<ul style="list-style-type: none"> <li>• Motion made by Dean to come out of Closed Session, seconded by Kim, unanimous, motion carries</li> </ul>

**CLOSED SESSION - Motion**

Action Items:	<ul style="list-style-type: none"> <li>• Motion made by Judy to have Jeff Mcarty from Sunrise Engineering and Tracy Michaelis from CMSSD approach Roybal and Galindo about ROW’s with prices discussed in CLOSED SESSION, seconded by Mikelle, unanimous, motion carries</li> </ul>
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**Sunrise Engineering – Item 5: Other Items**

Notes:	<ul style="list-style-type: none"> <li>• Jeff gave an update on the progress of the New CMSSD Building.</li> <li>• Jeff advised that they are working on the RFP for the project</li> <li>• Kim brought up the point of building and “Insurance Friendly Building.” He stated a Metal Building would be just that.</li> </ul>	
Key Decisions:	<ul style="list-style-type: none"> <li>• N/A</li> </ul>	
Action Items:	<ul style="list-style-type: none"> <li>• N/A</li> </ul>	Deadline: N/A

**Board Chairman Report – Item 1: Outside Water Usage**

Notes:	<ul style="list-style-type: none"> <li>• Brent shared concerns with customer using excessive amounts of water, he also presented data showing usage of customers.</li> </ul>	
Key Decisions:	<ul style="list-style-type: none"> <li>• N/A</li> </ul>	
Action Items:	<ul style="list-style-type: none"> <li>• N/A</li> </ul>	Deadline: N/A

**Board Chairman Report – Item 2: Subdivisions**

Notes:	<ul style="list-style-type: none"> <li>• Aaron presented information about Duchesne County restrictions as far as drilling a well vs. hooking culinary water.</li> <li>• Aaron advised that we are seeing quite a few new connection just to one-acre lots.</li> </ul>	
Key Decisions:	<ul style="list-style-type: none"> <li>• N/A</li> </ul>	
Action Items:	<ul style="list-style-type: none"> <li>• N/A</li> </ul>	Deadline: N/A

**Water Manager Report – Item 1: New Connections**

Notes:	<ul style="list-style-type: none"> <li>• Aaron at the request of Alan shared that we have acquired 5 New Connections this month</li> </ul>	
Key Decisions:	<ul style="list-style-type: none"> <li>• N/A</li> </ul>	
Action Items:	<ul style="list-style-type: none"> <li>• N/A</li> </ul>	Deadline: N/A

**Water Manager Report – Item 2: Other Water System Items**

Notes:	<ul style="list-style-type: none"> <li>• Dean shared that an order for parts with Mountainland Supply may take up to 20 weeks before delivery and inquired about setting up an account with Winnelson in Vernal.</li> <li>• CMSSD Board would like to reach out to other State Approved Entities to setup an account</li> </ul>	
Key Decisions:	<ul style="list-style-type: none"> <li>• Aaron to look up on the State of Utah’s Website for Approved Suppliers</li> </ul>	
Action Items:	<ul style="list-style-type: none"> <li>• Aaron to look up on the State of Utah’s Website for Approved Suppliers</li> </ul>	Deadline: 7/10/2024



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**Office Manager Report – Item 1: Office Updates**

Notes:	<ul style="list-style-type: none"> <li>Aaron shared that we just completed our annual audit and that we will submitting our Tax Rate Information soon too.</li> </ul>	
Key Decisions:	<ul style="list-style-type: none"> <li>N/A</li> </ul>	
Action Items:	<ul style="list-style-type: none"> <li>N/A</li> </ul>	Deadline: N/A

**Adjourn**

**Exhibit "A"  
Expenditures**

Payee	Purpose	Type	Check #	Amount
Aycock & Miles	Audit	Check	4300	5,300.00
Badger Meter	Meter Reading	Check	4301	\$76.68
DCWCD	Water Supply	Check	4303	\$3,054.22
Duchesne County	Office Rent	Check	4302	\$500.00
McKeachnie Law	Legal Services	Check	4304	\$126.00
Mountainland Supply	Water System Supplies	Check	4305	\$2,292.91
Northeastern Office Supply	Ink and Paper Clips	Debit	EFT	\$217.48
Payroll	Aaron Bradshaw	Check	4299	\$1,280.91
Payroll	Alan Allred	Check	4298	\$629.26
Powell, Dean	Asst. Water Mgr	Check	4306	\$132.75
Stewarts	Board Meeting Food	Debit	EFT	\$31.02
Strata Networks	Phone & Internet Bill	Debit	EFT	\$167.58
Streamline	Website Bill	Debit	EFT	\$50.00
TriCounty Health Dept.	Testing	Check	4307	\$20.00
Utah Division of Finance	Loan Payment	Check	4308	\$63,037.51
Winnelson	Water System Supplies	Debit	EFT	\$371.10
<b>Total</b>				<b>\$77,287.42</b>