



Cedarview-Montwell SSD

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

BOARD MEETING

MINUTES

WEDNESDAY, JULY 10, 2024

OBJECTIVE:	Month Board Meeting – July
CALLED BY:	Brent Powell, Board Chairman
DATE:	July 10, 2024
TIME:	5:30 PM
LOCATION:	CMSSD Office – 270 N 500 W, Roosevelt, UT 84066
<p>ATTENDEES:</p> <p>Brent Powell, Adam Kendall, Kim Bastian, Judy Hamblin, Mikelle Despain, Tracy Michaelis, Dean Powell, Aaron Bradshaw, Jeff McCarty, Mayor JR Bird, Sawyer Strate</p> <p>ABSENT:</p> <p>N/A</p>	

Public Comment	
NOTES:	No Comments

Conflict of Interest	
NOTES:	AJ to Abstain from voting on anything to do with his Father's Property

Approval of Minutes	
NOTES:	Brent Presented the Minutes for June as written
ACTION ITEMS:	Motion to Approve April Minutes made by Judy, seconded by Tracy, unanimous, motion carries

Approval of Bills	
NOTES:	Brent Presented the Bills as written
ACTION ITEMS:	Mikelle made a motion to approve the bills, seconded by Tracy, unanimous, motion carries



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CMSSD - Item 1: Roosevelt City

NOTES:	<p>Mayor JR Bird & Sawyer Strate from Roosevelt City Presented the city's proposal</p> <ol style="list-style-type: none"> 1. Right-of- Way <ul style="list-style-type: none"> ▪ Right-of-Way through Teddy's Playground to be separate from Sharmel Acres Proposal ▪ Right-of-Way to be purchased for \$3,000.00, Mayor Bird stated it's pretty much a done deal 2. Wheeling Fee <ul style="list-style-type: none"> ▪ The City is willing to pay the \$1.00 for past usage ▪ The City is proposing a fee of \$0.32 for future usage moving forward 3. Sharmel Acres Proposal <ul style="list-style-type: none"> ▪ To include Chapman Subdivision ▪ The City is willing to purchase at CMSSD proposed \$1.7 Million 	
KEY DECISIONS:	Brent advised Mayor Bird & Mr. Strate that the CMSSD Board would discuss in a closed meeting further details.	
ACTION ITEMS:	Closed Meeting Discussion	Deadline: 7/10/2024

Sunrise Engineering – Item 1: ROW's

NOTES:	Jeff reported that we are still working on getting ROW's signed from Roosevelt City, Galindo's and Roybal's.	
KEY DECISIONS:	N/A	
ACTION ITEMS:	N/A	Deadline: N/A

Sunrise Engineering – Item 2: Master Plan

NOTES:	<p>Jeff stated that we have plenty of water for new connections Jeff advised that it takes 30 days for Division of Drinking Water to review Brent asked where we are at in the process Jeff replied we have submitted and are now waiting for Approval Alan shared that all last year CMSSD only used 29 Acre Feet of Water</p>	
KEY DECISIONS:	N/A	
ACTION ITEMS:	Waiting for Approval from Division of Drinking Water	Deadline: 8/21/2024



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Sunrise Engineering – Item 3: Lead & Copper

NOTES:	Jeff advised we are in the review process Brent asked about Due Date Jeff shared that Due Date is October 14, 2024, for Inventory Brent voiced concerns with how much CMSSD is being involved with the process Jeff shared that monies for the project could be used for purchasing equipment related to the project	
KEY DECISIONS:	Involving CMSSD Personnel	
ACTION ITEMS:	N/A	Deadline: N/A

Sunrise Engineering – Item 4: Victory

NOTES:	Jeff advised that he has been in contact with Division of Drinking Water and advised that we do not need to follow federal guidelines for the Victory Pipeline Project. Brent asked for a letter from the Division of Drinking Water Jeff said he requested one and is waiting of Division of Drinking Water	
KEY DECISIONS:	N/A	
ACTION ITEMS:	N/A	Deadline: N/A

Sunrise Engineering – Item 5: CMSSD Building

NOTES:	No Movement Jeff reported that Sunrise Engineering is still working on the RFP's	
KEY DECISIONS:	N/A	
ACTION ITEMS:	N/A	Deadline: N/A

Board Chairman Report – Item 1: Signature Stamp

NOTES:	Brent presented the idea of stamp made for the office Board Members wanted to use DocuSign as alternative option	
KEY DECISIONS:	Signatures will be gathered by DocuSign when signers cannot be present other than checks.	
ACTION ITEMS:	N/A	Deadline: N/A



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Water Manager Report – Item 1: New Connections

NOTES:	Alan advised of 5 New Connections in Mountain View Acres Subdivision this last month Brent asked that Alan reach out to the party developing the Taylor Subdivision	
KEY DECISIONS:	N/A	
ACTION ITEMS:	N/A	Deadline: N/A

Water Manager Report – Item 2: Other Water System Items

NOTES:	Dean shared that he pumped out the vault at 3000 W / 4000 N Dean advised that he will be ordering new meter from Jonah's at Hydro Specialties and also pillows Alan was asked to start to inventory the storage container	
KEY DECISIONS:	Alan was asked to start to inventory the storage container	
ACTION ITEMS:	NA	Deadline: N/A

Office Manager Report – Item 1: Office Updates

NOTES:	Aaron shared concerns with the Winnelson Online Application Process After a board discussion it was discussed to move forward with trying to apply	
KEY DECISIONS:	N/A	
ACTION ITEMS:	N/A	Deadline: N/A

Closed Session

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

Adjourn



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Exhibit "A"

PAYEE	PURPOSE	TYPE	CHECK #	AMOUNT
Badger Meter	Meter Reading	Check	4311	\$ 76.68
Blue Stakes of Utah	Locates	Check	4312	\$ 87.33
DCWCD	Water Supply	Check	4317	\$ 3,784.01
Duchesne County	Rent	Check	4313	\$ 500.00
IRS	2 nd Quarter	Debit	EFT	\$ 1,279.91
Lt. Governor's Office	Entity Registration Renewal	Debit	EFT	\$ 25.00
Mountainland Supply	Water System Supplies	Check	4314	\$ 1,123.21
Payroll	Allred, Alan	Check	4309	\$ 586.45
Payroll	Aaron Bradshaw	Check	4310	\$ 1,280.91
Powell, Dean	Assistant Water Manager	Check	4315	\$ 224.72
Stewart's Marketplace	Board Meeting Food	Debit	EFT	\$ 49.75
Streamline	Website Bill	Debit	EFT	\$ 50.00
Sunrise Engineering	ROW # 46	Check	4316	\$ 643.50
TriCounty Health Dept.	Sample Testing	Check	TBD	\$ 20.00
Utah State Tax Commission	2 nd Quarter	Debit	EFT	\$ 2.72
Utah DWS	Unemployment Insurance	Debit	EFT	\$ 18.11
TOTAL				\$ 9,919.19