



Cedarview-Montwell SSD

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

BOARD MEETING

APPROVAL OF MINUTES

WITH UNANIMOUS VOTE

DATE OF MINUTES BEING APPROVED

17 January 2024

CEDARVIEW - MONTWELL SPECIAL SERVICE DISTRICT MEMBERS

Bastian, Kim	<u>Kim Bastian</u>
Despain, Mikelle	<u>Mikelle Despain</u>
Hamblin, Judy	<u>Judy Hamblin</u>
Kendall, Adam	<u>Adam Kendall</u>
Michaelis, Tracy	<u>Tracy Michaelis</u>
Powell, Brent	<u>Brent Powell</u>
Powell, Dean	<u>Dean Powell</u>

DATE OF MEETING

21 February 2024



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270 North 500 West, Roosevelt, Utah 84066
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WEDNESDAY, JANUARY 17, 2024

BOARD MEETING MINUTES

OBJECTIVE:	MONTH BOARD MEETING – JANUARY
CALLED BY:	BRENT POWELL, BOARD CHAIRMAN
DATE:	JANUARY 17, 2024
TIME:	5:30 PM
LOCATION:	CMSSD OFFICE – 270 N 500 W, ROOSEVELT, UT 84066
ATTENDEES:	Brent Powell, Adam Kendall, Kim Bastian, Judy Hamblin, Tracy Michaelis, Dean Powell, Alan Allred, Aaron Bradshaw, Sawyer Strate, Clyde Watkins, Jeremy Larsen
ABSENT:	Mikelle Despain

Swearing in of New Board Member	
Notes:	<ul style="list-style-type: none"> Adam swore in Tracy Michalis as a new board member

Public Comment	
Notes:	<ul style="list-style-type: none"> No Comments

Conflict of Interest	
Notes:	<ul style="list-style-type: none"> AJ to Abstain from voting on anything to do with Victory Pipeline ROW's and Sandpit

Approval of Minutes	
Notes:	<ul style="list-style-type: none"> Approval of the December Minutes
Action Items:	<ul style="list-style-type: none"> Motion made to approve the December Minutes with corrections made by Judy. Judy made the motion seconded by Dean, unanimous, motion carries

Approval of Bills	
Notes:	<ul style="list-style-type: none"> Aaron presented the bills and referenced Exhibit "A"
Key Decisions:	<ul style="list-style-type: none"> Move approvals of bills to first part the agenda moving forward
Action Items:	<ul style="list-style-type: none"> Dean made a motion to approve the bills, seconded by Tracy, unanimous, motion carries



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CMSSD - Item 1: Roosevelt City

Notes:	<ul style="list-style-type: none"> • Swayer Strate represented Roosevelt City • Brent opened the discussion of the Roosevelt City Counteroffer • Judy clarified that the city is wanting the East side not the West side • Brent told the city that CMSSD doesn't want to give up the Chapman Subdivision • Sawyer requested a copy of the original wheeling agreement between CMSSD and the city • CMSSD asked that the ROW, North Crescent and Chapman Subdivision be removed from this deal • Sawyer expressed that the city would like to get this wrapped up fairly quick • Sawyer advised that the City Council would be meeting next month and wanted this on their agenda
Key Decisions:	<ul style="list-style-type: none"> • Aaron to send a copy of the original wheeling agreement to Roosevelt City
Action Items:	<ul style="list-style-type: none"> • Address again in next month's meeting
Deadline: 2/21/2024	

CMSSD - Item 2: Clyde Watkins, Duchesne County Water Conservancy District

Notes:	<ul style="list-style-type: none"> • Brent brought up the concern with needing to purchase more water • Clyde advised that DCWCD doesn't have any extra water at this time • Brent advised that CMSSD is wanting the extra water for the possible sand plant operations • Clyde stated that we need to be committed • Clyde shared that pricing per acre foot can be anywhere from \$60 to \$299 • Judy stated the information that Clyde has shared that we will not be able to provide water for the proposed sand plant. • Judy also stated that an extra 50 to 100 Acre Feet of water would be nice
Key Decisions:	<ul style="list-style-type: none"> • N/A
Action Items:	<ul style="list-style-type: none"> • N/A
Deadline: N/A	

CMSSD - Item 3: CMSSD Annual Calendar

Notes:	<ul style="list-style-type: none"> • Brent presented the calendar as found in Exhibit "C"
Key Decisions:	<ul style="list-style-type: none"> • Approve Calendar
Action Items:	<ul style="list-style-type: none"> • Judy made the motion to accept the 2024 CMSSD Calendar as presented, seconded by Dean, unanimous, motion carries
Deadline: N/A	



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Sunrise Engineering – Item 1: ROW's

Notes:	<ul style="list-style-type: none"> Jeremy Larsen representing Sunrise Engineering Jeremy advised that Jeff was going to set up a meeting with the BIA
Key Decisions:	<ul style="list-style-type: none"> N/A
Action Items:	<ul style="list-style-type: none"> Jeff was going to set up a meeting with the BIA
	Deadline: 2/21/2024

Sunrise Engineering – Item 2: Lead and Copper

Notes:	<ul style="list-style-type: none"> Jeremy advised that they are working on GIS and Inventory
Key Decisions:	<ul style="list-style-type: none"> N/A
Action Items:	<ul style="list-style-type: none"> N/A
	Deadline: N/A

Sunrise Engineering – Item 3: Victory Pipeline

Notes:	<ul style="list-style-type: none"> Jeremy advised that Jeff would be sending over a map for easements Jeremy stated that if all goes well, CMSSD could put the project out for bid in Spring 2024 Jeremy shared hopes of possible construction happening this year.
Key Decisions:	<ul style="list-style-type: none"> N/A
Action Items:	<ul style="list-style-type: none"> N/A
	Deadline: N/A

Sunrise Engineering – Item 4: Master Plan

Notes:	<ul style="list-style-type: none"> Jeremy advised no updates on the Master Plan, waiting on the Division of Drinking Water Brent asked when they would meet again? Jeremy answer, "I'm not sure."
Key Decisions:	<ul style="list-style-type: none"> N/A
Action Items:	<ul style="list-style-type: none"> N/A
	Deadline: N/A

Sunrise Engineering – Item 5: CIB Funding

Notes:	<ul style="list-style-type: none"> Jeremy advised of the February CIB Meeting
Key Decisions:	<ul style="list-style-type: none"> N/A
Action Items:	<ul style="list-style-type: none"> Brent to attend CIB in February
	Deadline: N/A



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BOARD MEETING MINUTES

Board Chairman Report – Item 1: Rural Water Association of Utah St. George Conference

Notes:	<ul style="list-style-type: none">• Dean stated he will be attending• Brent stated he will be attending• Adam stated he will be attending• Brent advised to cancel additional rooms
Key Decisions:	<ul style="list-style-type: none">• Cancel Additional Rooms
Action Items:	<ul style="list-style-type: none">• Aaron to call and cancel additional room <p style="text-align: right;">Deadline: 2/21/2024</p>

Board Chairman Report – Item 2: Board Member Duties

Notes:	<ul style="list-style-type: none">• Brent reviewed the current duties of board members and asked for everyone to review their items and think about switching duties
Key Decisions:	<ul style="list-style-type: none">• N/A
Action Items:	<ul style="list-style-type: none">• Follow-Up Next Month <p style="text-align: right;">Deadline: 2/21/2024</p>



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

Notes:	• N/A	
Key Decisions:	• N/A	
Action Items:	• N/A	Deadline: N/A

Water Manager Report – Item 2: Repairs

Notes:	<ul style="list-style-type: none"> • Dean stated that he pumped out the vault • Alan flushed the line at 4000 W and 5600 North • Dean reported they have had issues with bad nipples in Duncan Subdivision • Tracy asked if they would be covered under a manufacturer’s warranty • Brent and Kim advised to collect the bad nipples • Judy stated they may have come from Brotherson Construction instead of CMSSD purchasing them • Alan reported on Acct # 1572, PRV failure, holding off for repairs until Spring, customer fine with resolution • Kim advised that PVC PRV maybe a better solution moneywise 	
Key Decisions:	• N/A	
Action Items:	• N/A	Deadline: N/A

Water Manager Report – Locks

Notes:	<ul style="list-style-type: none"> • Alan advised that Mountainland Supply would be able to sell us keys at \$68.02 and locks for \$6.75 • Dean asked about Quantity • Alan advised that it would be nice to have 4 keys and 50 locks. 	
Key Decisions:	• Brent authorized Alan to purchase at the quoted Mountainland Pricing	
Action Items:	• Alan to purchase keys and locks	Deadline: 2/21//2024



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Office Manager Report – Item 1: Account # 1541	
Notes:	<ul style="list-style-type: none">Aaron advised that when repairs were completed there were still overages after board made their decision about payment planCMSSD Board advised to extended arrangement one more month, 5 months in total at the same monthly agreed upon amount.
Key Decisions:	<ul style="list-style-type: none">Aaron to contact customer with outcome
Action Items:	<ul style="list-style-type: none">Customer to be extended arrangement one more month, 5 months in total at the same monthly agreed upon amount. <p style="text-align: right;">Deadline: 5/20/2024</p>

Move to Closed Session

Action Items:	<ul style="list-style-type: none">Motion made by Judy to move to closed session, seconded by Dean unanimous, motion carries
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Return from Closed Session

Action Items:	<ul style="list-style-type: none">Motion made by Judy to move to closed session, seconded by Kim, unanimous, motion carries
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Closed Session Item 1: Drip your Tap

Action Items:	<ul style="list-style-type: none">CMSSD Board wants to include a message on next month's bill to "Drip your Tap."
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Adjourn

Action Items:	<ul style="list-style-type: none">Motion made by Kim
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Exhibit "A" Expenditures

Payee	Purpose	Type	Check #	Amount
Employee - Aaron Bradshaw	Payroll	Check	4232	\$1,038.82
Employee - Alan Allred	Payroll	Check	4231	\$466.87
Alan Allred	Parts	Check	4233	\$66.84
Badger Meter	Meter Reading	Check	4234	\$77.64
Blue Stakes	Blue Stakes	Check	4235	\$30.95
Dean Powell	Assistant Water Manager	Check	4244	\$308.95
Duchesne County	Office Rent	Check	4236	\$500.00
DCWCD	Water Supply	Check	4237	\$2,539.89
McKeachnie Law Offices	Legal Services	Check	4238	\$124.00
Mountainland Supply	Parts	Check	4239	\$12.23
Straight Shot	Repairs	Check	4240	\$1,000.00
Strata Networks	Phone & Internet Bill	Check	4241	\$167.33
Streamline	Website Bill	Check	4242	\$50.00
Sunrise Engineering	Victory	Check		\$2,953.50
Sunrise Engineering	Lead & Copper	Check		\$452.50
Tri County	Testing	Check	4243	\$40.00
USPS	Certified Mail	Debit		\$8.56
RWAU	St. George Conference	Debit		\$1,390.00
Northeastern Office Supply	Extra Long and Large File Boxes	Debit		\$21.33
Stewarts	Board Meeting Food	Debit		\$19.02
Total				\$11,268.43



Exhibit "B"

Roosevelt City: Sharmel Acres / North Crescent

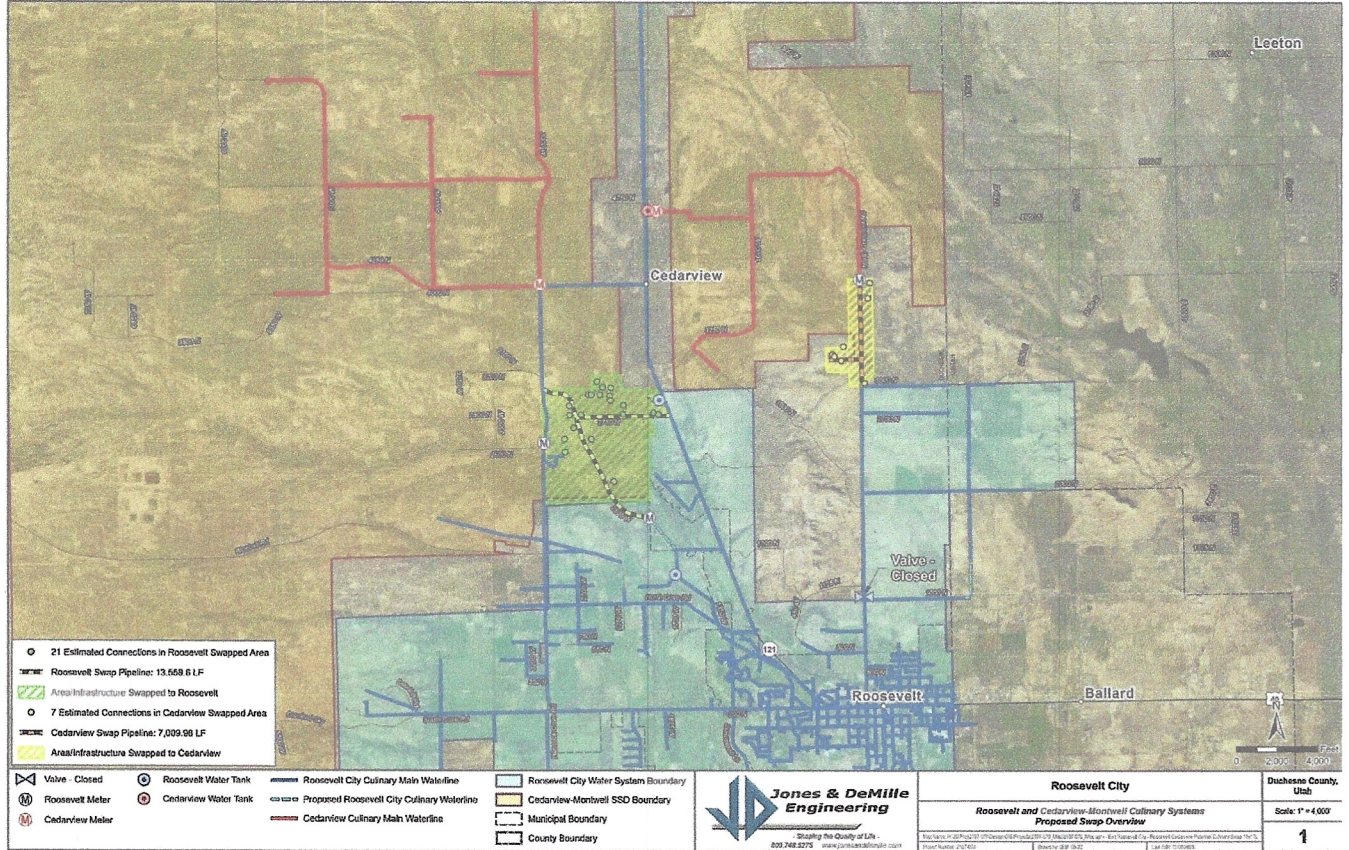


Exhibit "C"

Proposed 2024 Calendar

Board Meetings (Wednesday Evening)

- 1/17/2024
- 2/21/2024
- 3/20/2024
- 4/17/2024
- 5/15/2024
- 6/12/2024
- 7/17/2024
- 8/21/2024
- 9/18/2024
- 10/16/2024
- 11/20/2024
- 12/18/2024