



OBJECTIVE:	MONTH BOARD MEETING - NOVEMBER
CALLED BY:	BRENT POWELL, BOARD CHAIRMAN
DATE:	NOVEMBER 15, 2023
TIME:	5:30 PM
LOCATION:	CMSSD OFFICE – 270 N 500 W, ROOSEVELT, UT 84066
ATTENDEES:	Brent Powell, Adam Kendall, Kim Bastian, Judy Hamblin, Mikelle Despain, Aaron Bradshaw, Alan Allred, Jeff McCarty, Justin Freston, Dave Staple, Evan Bowen
ABSENT:	Dean Powell

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 October Minutes
Action Items:	<ul style="list-style-type: none"> Motion made to approve the October Minutes made by Mikelle, seconded by Judy, 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"> Adam made a motion to approve the bills, seconded by Judy, unanimous, motion carries



CMSSD - Item 1: Roosevelt City

Notes:	<ul style="list-style-type: none"> Brent and Adam visited with Roosevelt City on the proposal of purchasing Sharmel Acres and Past Willing Fees Roosevelt City will be sending counteroffer 	
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 2: Elite Contract Service

Notes:	<ul style="list-style-type: none"> Dave Staple with Elite gave presentation of the benefits of using his escrow company verses PTIF Accounts. He left with the board literature to review and discuss 	
Key Decisions:	<ul style="list-style-type: none"> To use Elite Contract Service vs. PTIF Accounts 	
Action Items:	<ul style="list-style-type: none"> Board decided not to pursue 	Deadline: N/A

CMSSD - Item 3: Nomad Proppant (Sand Plant)

Notes:	<ul style="list-style-type: none"> Evan Bowen represented Nomad Proppant, shared that the company is looking for a source of sand for oil and gas, along with needing water in their operations. Jeff from Sunrise asked about the quantity of water needed. Evan responded they would use 4,500 to 8,000 Barrels a day with a minimum of 2,500 Barrels. Brent asked about how long the company was planning to be around Evan responded at least 8-10 years subject to market conditions Evan also shared that they anticipate the needing water 	
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 4: Justin Freston: Mountain View Subdivision

Notes:	<ul style="list-style-type: none"> Justin advised that they are needing an approval letter from CMSSD for the prior approved 6 lots Board also advised that we are waiting on the approval of the Master Plan before approving an additional / potential 19 Lots on a new phase of the subdivision 	
Key Decisions:	<ul style="list-style-type: none"> N/A 	
Action Items:	<ul style="list-style-type: none"> CMSSD to provide an approval letter 	Deadline: ASAP



Sunrise Engineering – Item 1: CIB Funding

Notes:	<ul style="list-style-type: none">• Jeff advised, “We don’t know if we’ll be up for review in the December or January CIB Meeting to ask for the \$1,000,000.00 for an office.”• We went to the UBAOG Meeting as preparation for the CIB Meeting.• The November Meeting that already happened was harsh.• We kind of decided we do 75% Grant to 25% Loan ratio.	
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 2: ROW’s

Notes:	<ul style="list-style-type: none">• No Updates and No Progress made with the Northern Ute Indian Tribe	
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">• Roosevelt City was positive about the easement through there well property• Little Pre-Kendall ROW is no longer needed• Joyce Eldridge need to be talked too.	
Key Decisions:	<ul style="list-style-type: none">• N/A	
Action Items:	<ul style="list-style-type: none">• N/A	Deadline: N/A



Board Chairman Report – Item 1: Report on CIB Meeting

Notes:	<ul style="list-style-type: none">Discussed under Sunrise Engineering
Key Decisions:	<ul style="list-style-type: none">Discussed under Sunrise Engineering
Action Items:	<ul style="list-style-type: none">Discussed under Sunrise Engineering <div style="float: right;">Deadline: N/A</div>

Board Chairman Report – Item 2: Board Member Training

Notes:	<ul style="list-style-type: none">N/A
Key Decisions:	<ul style="list-style-type: none">N/A
Action Items:	<ul style="list-style-type: none">N/A <div style="float: right;">Deadline: N/A</div>



Water Manager Report – Item 1: New Connections

Notes:	<ul style="list-style-type: none">• Blue Stakes have been done• Work Order Sheets – Needs login on his device to Pelorus• Alan needs a scan of the water system to know where everything is at• No new connections right now• We need locks (25) and Keys (4)	
Key Decisions:	<ul style="list-style-type: none">• N/A	
Action Items:	<ul style="list-style-type: none">• N/A	Deadline: N/A

Water Manager Report – Item 2: Repairs

Notes:	<ul style="list-style-type: none">• N/A	
Key Decisions:	<ul style="list-style-type: none">• N/A	
Action Items:	<ul style="list-style-type: none">• N/A	Deadline: N/A

Water Manager Report – Master Plan

Notes:	<ul style="list-style-type: none">• N/A	
Key Decisions:	<ul style="list-style-type: none">• N/A	
Action Items:	<ul style="list-style-type: none">• N/A	Deadline: N/A



Office Manager Report – Item 1: Laptop and Projector Purchase

Notes:	<ul style="list-style-type: none"> Brent specified that the new laptop needs to be a PC Mikelle specified what kind of projector and that she would send over some specs to Aaron Spending capped at \$1,500.00. 	
Key Decisions:	<ul style="list-style-type: none"> Aaron to purchase new laptop and projector over Black Friday and Cyber Monday 	
Action Items:	<ul style="list-style-type: none"> Make Purchases 	Deadline: 12/13/2023

Office Manager Report – Item 2: Techris Design

Notes:	<ul style="list-style-type: none"> Aaron advised board that Techris Designs would no longer be hosting our data and that we needed to approve purchasing data storage as recommended by Techris Design. Techris Design will still be our on-call IT Aaron advised of Pelorus Data Back-up issue and Techris Design Back-up being used. No data lost or compromised. 	
Key Decisions:	<ul style="list-style-type: none"> To move forward in obtaining data storage at a cost per of no more than \$60.00 per month. 	
Action Items:	<ul style="list-style-type: none"> Motion made to purchase a subscription for back up made by Mikelle, seconded by Judy, unanimous, motion carries 	Deadline: 12/13/2023

Office Manager Report – Item 3: Water Manager Responsibilities

Notes:	<ul style="list-style-type: none"> S/O must go thru the office 	
Key Decisions:	<ul style="list-style-type: none"> Communicated with office about S/O 	
Action Items:	<ul style="list-style-type: none"> N/A 	Deadline: N/A



Other Items – Item 1: Board Member Reimbursement

Notes:	<ul style="list-style-type: none"> Judy thinks that board chairman should get an additional \$1,000.00 to \$1,500.00 Annually 	
Key Decisions:	<ul style="list-style-type: none"> Board tabled discussion for a future board meeting 	
Action Items:	<ul style="list-style-type: none"> To be added to December’s Board Meeting 	Deadline: 12/20/2023

Other Items – Item 2: Budget Review

Notes:	<ul style="list-style-type: none"> Bills can be paid and approved at the next board meeting, so they are not past due. 	
Key Decisions:	<ul style="list-style-type: none"> Annual Budget Meeting moved from December 13th to December 20th. Aaron will need to notify the public 	
Action Items:	<ul style="list-style-type: none"> To be added to December’s Board Meeting 	Deadline: 12/20/2023

Move to 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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Return from Closed Session

Action Items:	<ul style="list-style-type: none"> Motion made by Mikelle to move to closed session, seconded by Kim, unanimous, motion carries
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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	4197	\$1,312.01
Employee - Dean Powell	Payroll	Check	4198	\$288.24
Alan Allred	Water Manager Services	Check	4199	\$112.97
Badger Meter	Meter Reading	Check	4200	\$77.64
Duchesne County	Office Rent	Check	4201	\$500.00
DCWCD	Water Supply	Check	4202	\$3,795.68
Pelorus	Support	Check	4204	\$600.00
Straight Shot	Repair	Check	4205	\$1,000.00
Strata Networks	Phone & Internet Bill	Check	4206	\$167.33
Streamline	Website Bill	Check	4211	\$50.00
Techris Design	Data Recovery	Check	4207	\$415.00
Tri County	Testing	Check	4208	\$40.00
Northeastern Office Supply	Printer Ink	Debit	Debit	\$189.97
Stewarts	Board Meeting Food	Debit	Debit	\$9.25
			Total	\$8,558.09