



Cedarview-Montwell SSD

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

WEDNESDAY, MARCH 20, 2024

BOARD MEETING MINUTES

OBJECTIVE:	MONTH BOARD MEETING – MARCH
CALLED BY:	BRENT POWELL, BOARD CHAIRMAN
DATE:	MARCH 20, 2024
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, Tracy Michaelis, Dean Powell, Aaron Bradshaw, Jeff McCarty
ABSENT:	Alan Allred

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 February Minutes as corrected by Judy
Action Items:	<ul style="list-style-type: none"> Dean made the motion seconded by Judy, unanimous, motion carries

Approval of Bills	
Notes:	<ul style="list-style-type: none"> Aaron presented the bills and referenced Exhibit "A"
Action Items:	<ul style="list-style-type: none"> Dean 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 has tried reaching out to Sawyer Strate with Roosevelt City, to no avail CMSSD is working on getting easement through Roosevelt City Property Jeff from Sunrise advised that he got a hold of Josh Bake, Roosevelt City Manager, still no update
Key Decisions:	<ul style="list-style-type: none"> N/A
Action Items:	<ul style="list-style-type: none"> Revisit next Month
	Deadline: 4/17/2024



Sunrise Engineering – Item 1: ROW’s

Notes:	<ul style="list-style-type: none"> • Jeff advised that his working on another in-person meeting with the business committee at the Ute Tribe • Still waiting for easements 	
Key Decisions:	<ul style="list-style-type: none"> • Jeff was going to set up a meeting with the BIA 	
Action Items:	<ul style="list-style-type: none"> • Jeff was going to set up a meeting with the BIA 	Deadline: 4/17/2024

Sunrise Engineering – Item 2: Lead and Copper & Item 3: Victory Pipeline

Notes:	<ul style="list-style-type: none"> • Jeff advised ESRI Mapping Service has been contacted • Jeff advised that CMSSD needs to setup an account with ESRI • Jeff also presented 2 copies of physical plans at the meeting for the CMSSD Board to review, they are at 50% completion • CMSSD Board discussed the purchase of fire hydrants and valves. • Tracy advised on the plat map that hydrants would be needed every 1000 ft • Brent asked about the cost of hydrants • Jeff advised the price can range between \$ 3,500.00 to 4,500.00 • Adam asked about cost of installing later • Jeff advised the cost could go up as high as double the original cost • Brent had asked about lineal feet for the project • Jeff advised approximately 35,000 LF • It was projected that we would need 32 Hydrants • Dean shared the possibility of purchasing hydrants in advance • Kim is against putting "T's" in • Judy shared concerns about placing hydrants in uninhabited areas and feasibility concerns • CMSSD Board felt hydrants at intersections made sense • Jeff brought up getting easements from stakeholders along that Victory Pipeline route. He wants to nail down compensation for stakeholders for right-of-way / easements through their properties. • Dean asked about the what the board agreed upon for Kendall's Property • Aaron projected of the overhead projector the Kendall Proposal for reference. • Jeff is wanting to know what the going rate is for easements to start negotiations with stakeholders • Water Agreement was brought up by the CMSSD Board, our current agreement is 62 gal. a minute. • Judy opposed to purchasing more hydrants and valves than we need 	
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: CIB Funding & Item 5: Master Plan

Notes:	<ul style="list-style-type: none"> • Jeff gave Brent contracts for both CIB Funding and Master Plan to sign with Sunrise • Brent wants an Emergency Response Book possibly on the Master Plan • Mikelle asked about possible connection issues • Jeff responded it's a little more fluid • Future Building was discussed briefly • Aaron projected similar projects as provided by Sunrise Engineering with Jeff from Sunrise narrating 	
Key Decisions:	<ul style="list-style-type: none"> • N/A 	
Action Items:	<ul style="list-style-type: none"> • Motion made by Mikelle to accept the Master Plan as given as of right now with the future changes and additions, seconded by Tracy, unanimous, motion carries 	Deadline: N/A

Board Chairman Report – Item 1: Future Training

Notes:	<ul style="list-style-type: none"> • Brent advised that will begin doing trainings in closed session, including ethics training • Mikelle shared the idea of doing them every other month 	
Key Decisions:	<ul style="list-style-type: none"> • CMSSD will do training during closed session every other month 	
Action Items:	<ul style="list-style-type: none"> • N/A 	Deadline: N/A

Board Chairman Report – Item 2: Growth & Standby's

Notes:	<ul style="list-style-type: none"> • Brent advised further discussion needed in closed session 	
Key Decisions:	<ul style="list-style-type: none"> • N/A 	
Action Items:	<ul style="list-style-type: none"> • Move item to Closed Session to discuss specific request 	Deadline: N/A

Water Manager Report – Item 1: New Connections

Notes:	<ul style="list-style-type: none"> • Aaron advised of new connections as 9 new connections 	
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"> • Dean advised that he pumped out the vault on 3000 West and 4000 North on March 19, 2024. 	
Key Decisions:	<ul style="list-style-type: none"> • N/A 	
Action Items:	<ul style="list-style-type: none"> • N/A 	Deadline: N/A



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Office Manager Report – Item 1: Water Manager Phone

Notes:	<ul style="list-style-type: none">Aaron shared the idea with the CMSSD Board of getting the Water Manager a company cell phone to back.	
Key Decisions:	<ul style="list-style-type: none">Aaron will be following up with Alan	
Action Items:	<ul style="list-style-type: none">N/A.	Deadline: N/A

Closed Session

Action Items:	<ul style="list-style-type: none">Motion made by Dean to go into Closed Session, seconded by Tracy, unanimous, motion carries
Action Items:	<ul style="list-style-type: none">Motion made by Dean to return to public meeting, seconded by Judy, unanimous, motion carries

Closed Session – Item 1

Action Items:	<ul style="list-style-type: none">Motion made by Judy to increase the office managers wage by \$1.00 from \$19.00 to \$20.00, seconded by Tracy, Kim abstained, motion carries	Deadline: N/A
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Closed Session – Item 2

Action Items:	<ul style="list-style-type: none">Motion made by Dean to allow Cory Hicken to take over Chad Hamblin's Standby with the condition that both Chad Hamblin and Delmar Hamblin sign documents stating that are granting easement and will be losing their standby seconded by Tracy, unanimous, motion carries	Deadline: N/A
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Adjourn

Action Items:	<ul style="list-style-type: none">Motion made by Mikelle
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**BOARD MEETING
MINUTES**

**Exhibit “A”
Expenditures**

Payee	Purpose	Type	Check #	Amount
Badger Meter	Meter Reading	Check	4260	\$9.24
DCWCD	Water Supply	Check	4262	\$2,950.64
Duchesne County	Office Rent	Check	4261	\$500.00
McKeachnie Law Offices	Legal Services	Check	4265	\$1,499.00
Sunrise Engineering	Victory	Check	4272	\$20,387.50
Sunrise Engineering	Tribal ROW	Check	4273	\$371.75
Tri County	Testing	Check	4274	\$40.00
Brent Powell	RWAU Reimbursement	Check	4266	\$599.60
Dean Powell	RWAU Reimbursement / Asst Water Manager	Check	4271	\$599.60
Adam Kendall	RWAU Reimbursement	Check	4264	\$714.22
Judy Hamblin	Office Assistance	Check	4263	\$617.50
Employee - Aaron Bradshaw	Payroll	Check	4270	\$891.84
Employee - Alan Allred	Payroll	Check	4269	\$565.25
Fairfield Inn by Marriott - Adam	RWAU Conference	Debit	N/A	\$579.60
Fairfield Inn by Marriott - Brent	RWAU Conference	Debit	N/A	\$579.60
Fairfield Inn by Marriott - Dean	RWAU Conference	Debit	N/A	\$579.60
RWAU	St. George Conference	Debit	N/A	\$360.00
RWAU	St. George Conference	Debit	N/A	\$360.00
Strata Networks	Phone & Internet Bill	Debit	N/A	\$167.68
Stewarts	Board Meeting Food	Debit	N/A	\$21.33
Streamline	Website Bill	Debit	N/A	\$50.00
Total				\$32,393.95