



Cedarview-Montwell SSD

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

BOARD MEETING

MINUTES

WEDNESDAY, JUNE 18, 2025

OBJECTIVE:	Board Meeting
CALLED BY:	Brent Powell, Board Chairman
DATE:	June 18, 2025
TIME:	5:30 PM
LOCATION:	CMSSD Office – 270 N 500 W, Roosevelt, UT 84066
ATTENDEES:	Brent Powell, Adam Kendall, Judy Hamblin, Dean Powell, Aaron Bradshaw, Jeff McCarty, Jesse Ralphs, James Israelsen
ABSENT:	Tracy Michaelis, Mikelle Despain, Kim Bastian

Public Comment

NOTES:	- No Comments
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Conflict of Interest

NOTES:	- Adam with anything to with ROW's involving his father's property
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Approval of Bills

NOTES:	- Brent Presented the Bills as written
ACTION ITEMS:	- Dean made a motion to approve the bills as written, seconded by Judy, unanimous, motion carries



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Approval of Minutes

NOTES:	- Brent Presented the Minutes for May as corrected
ACTION ITEMS:	- Judy made a Motion to Approve May Minutes as corrected, seconded by Dean, unanimous, motion carries

Cedarview Montwell Special Service District – Item 1: Roosevelt City

NOTES:	- No one from the city present	
KEY DECISIONS:	- N/A	
ACTION ITEMS:	- Tabled for future discussion	Deadline: N/A

Cedarview Montwell Special Service District – Item 2: Property Tax Rate

NOTES:	- Brent presented the tax rate as proposed by Duchesne County at 0.000544		
KEY DECISIONS:	- N/A		
ACTION ITEMS:	- Judy made a Motion to Approve Tax Rate as 0.000544, seconded by Dean, unanimous, motion carries		Deadline: N/A



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Sunrise Engineering – Item 1: Tribal Rights-of-Ways

NOTES:	- Jeff advised that corrections to the descriptions are being adjusted. - Jeff will be sending a original compensation to the tribe. - Jeff will also be changing the terms from 20 years to 40 years.	
KEY DECISIONS:	- N/A	
ACTION ITEMS:	- N/A	Deadline: N/A

Sunrise Engineering – Item 2: Victory Pipeline

NOTES:	- Jeff advised that the ROW's descriptions being added per Duchesne County requirements. - Jeff presented the District with a compilation of ROW's along with the same info to Gayle McKeachnie, CMSSD Attorney. - Jeff stated that they are still working on the subordination agreements. - Jeff also shared that Grant, Roosevelt City Attorney stated he is waiting for our attorney. - Jeff stated that contractor is on schedule.	
KEY DECISIONS:	- Jeff and Gayle to continue to work on the ROW's and Contracts	
ACTION ITEMS:	- Continuing to work on ROW's and Contracts	Deadline: N/A

Sunrise Engineering – Item 3: Lead & Copper Report

NOTES:	- Jeff advised the State of Utah is requesting on non-lead laterals	
KEY DECISIONS:	- N/A	
ACTION ITEMS:	- N/A	Deadline: N/A

Sunrise Engineering – Item 4: Master Plan Report

NOTES:	- Jeff reported that the Master Plan is still being review by the State of Utah.	
KEY DECISIONS:	- N/A	
ACTION ITEMS:	- N/A	Deadline: N/A



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Sunrise Engineering – Item 5: CMSSD Building Report

NOTES:	- Jeff shared that he is working on putting Pay Estimate #1 together - Jeff estimates that \$200,000.00 in work has been completed - The CMSSD Board advised that payments will be made only on work that has been completed - Jeff stated that Robertson Construction will be pouring footings on Monday, June 24, 2025 - Jeff also advised that there will be an inspector on site to do some testing. - Jeff stated that the rebar will be inspected on Friday, June 20, 2025 prior to the pour as well. - Jeeze advised that Geotech recommendations if not followed places the liability on the district and the contractor. - Jeff advised that the building will under a 1-year warranty - Jeff will be sending bi-weekly pay estimates to CMSSD as per Board Discussion	
KEY DECISIONS:	- N/A	
ACTION ITEMS:	- CMSSD Office Manager is authorized to make payments after review and pay requests will be presented in the next board meeting.	Deadline: N/A

Water Manager Report – Item 1: System Report

NOTES:	- Dean reported that there are still outstanding items on order and need to be purchased by the district for new connections - Meter Reading will be done on 6/26/2025 - Dean to do water sample on 6/24/2025	
KEY DECISIONS:	- N/A	
ACTION ITEMS:	- N/A	Deadline: N/A

Office Manager Items

NOTES:	- Aaron reported that we just completed the annual audit - Aaron advised of Office Closure for Juneteenth Holiday on Thursday, June 19, 2025 - Aaron also shared that he would need to be gone on 7/9/2025 and 7/10/2025	
KEY DECISIONS:	- N/A	
ACTION ITEMS:	- N/A	Deadline: N/A



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Board Chairman Report – Item 1: Chairman Report

NOTES:	- Brent advised nothing to be reported at this time.	
KEY DECISIONS:	- N/A	
ACTION ITEMS:	- N/A	Deadline: N/A

Closed Session Items:

1. Roosevelt City – Contract Negotiations
2. Sunrise Engineering – ROW Costs Negotiations
3. Specific Customer Financial Issue to be addressed

ACTION ITEMS:	- Judy made a motion to go into a closed meeting to discuss, Roosevelt City – Contract Negotiations, Sunrise Engineering – ROW Costs Negotiations, Specific Customer Financial Issue to be addressed, seconded by Dean, unanimous, motion carries
ACTION ITEMS:	- Dean made a motion to come out of a closed session, seconded by Adam, unanimous, motion carries

Closed Session: Customer #1652

NOTES:	- Customer # 1652 was connected as a Standby - Customer has been using water for over 21 months now and only paying the standby rate - Customer never informed the district of water usage - Customer has a clean payment history - Aaron proposed to CMSSD Board the following action 1. Not to prosecute for theft of service. 2. And to evaluate case differently based off of usage. 3. Payment Options: A. If the overage usage is less than 168,000 Gallons, bill the customer \$500.00 B. Pay full amount remaining less the payment amount of \$25.00 per month for a total of 21 months at \$945.00 C. Anything over 168,000 Gallons at a rate of \$2.50 per 1,000 Gallons
ACTION ITEMS:	- Judy made a motion to follow the recommended payment options as outlined above, seconded by Adam, unanimous, motion carries

Adjourn

ACTION ITEMS:	1. Judy made a motion to adjourn, motion carries
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Expenditures

Payee	Purpose	Type	Check #	Amount
Badger Meter	Meter Reading	Check	4444	\$78.44
Duchesne County	Office Rent	Check	4445	\$500.00
DCWCD	Water Supply	Check	4446	\$2,852.18
McKeachnie Law Offices	Legal Services	Check	4447	\$9,674.50
Mountainland Supply	Water System Supplies	Check	4448	\$10,746.60
Powell, Dean	Assistant Water Manager	Check	4449	\$139.10
Payroll	Allred, Alan	Check	4456	\$1,041.88
Payroll	Bradshaw, Aaron	Check	4457	\$1,203.70
Strata Networks	Phone & Internet Bill	EFT	Debit	\$167.84
Straight Shot	Installations	Check	4450	\$4,750.00
Stewarts	Board Meeting Food	EFT	Debit	\$18.92
Streamline	Website Bill	EFT	Debit	\$144.11
Sunrise Engineering	Tribal ROW PR # 49	Check	4451	11,041.33
Sunrise Title	Title Insurance - Farnsworth Property	Check	4452	\$1,301.00
TriCounty Health Dept.	Testing	Check	4453	\$25.00
Utah Division of Finance	Original Loan Payment # 8	Check	4454	\$64,892.51
William Prater LLC	Fees & Disbursements	Check	4455	\$5,471.00
Total				\$114,048.11