



Cedarview-Montwell SSD

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

BOARD MEETING

MINUTES

WEDNESDAY, JULY 16, 2025

OBJECTIVE:	Board Meeting
CALLED BY:	Brent Powell, Board Chairman
DATE:	July, 16, 2025
TIME:	5:30 PM
LOCATION:	CMSSD Office – 270 N 500 W, Roosevelt, UT 84066
ATTENDEES:	Brent Powell, Adam Kendall, Judy Hamblin, Dean Powell, Mikelle Despain, Kim Bastian, Alan Allred, Aaron Bradshaw, Jeff McCarty, Aaron Averett, Gayle McKeachnie, Julia Nesson, Jim Gasner
ABSENT:	Tracy Michaelis

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 Kim, unanimous, motion carries

Approval of Minutes

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



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Cedarview Montwell Special Service District

– Item 1: Duchesne County Water Conservancy District / Roosevelt City / Cedarview Montwell Special Service District Contract

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

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

NOTES:	- Jeff shared what we need from the Allottees: 1. We have enough ownership sign-off for 3 parcels, 1 more almost there 2. 7 parcels needing signoffs 3. Our tribal member contacting allottees has paused work until pay request is processed. - Jeff shared what we need from the Tribe: 1. Awaiting results from Gayle's recommended changes to the agreement 2. Once negotiations with BC are completed, a supplemental funding application can be submitted to CIB with a solid amount being requested - Jeff made the Recommendation – Proceed with Gayle review of agreement and then submit supplemental application to CIB. - CMSSD Board in support of proposed action	
KEY DECISIONS:	- Jeff to proceed with his recommendation	
ACTION ITEMS:	- N/A	Deadline: N/A



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Sunrise Engineering – Item 2: Victory Pipeline

NOTES:	- Jeff shared the following: - Victory Connection Project – Path to Loan Closing and Construction 1. For Loan closing (for Gayle’s opinion letter) 2. Roosevelt Agreement Extension – Roosevelt & Gayle have had some contact, should have Roosevelt adjustments next week. 3. 15 easements obtained (already recorded) 4. 8 subordination agreements obtained (need to be recorded) 5. 1 reconveyance for Kendall property needed (UBAOG is getting it recorded) - Today 6. 2 subordination agreements for Roybal property needed (Zion’s bank & HUD) a. HUD does not have subordination agreements (Reroute needed). It will likely take 3-6 months and \$1,250-2,000. Per alternate property and assuming other owners are in favor, and they don’t also have subordination agreements needed. b. Zion’s is determining what information we need to provide. Depending on what they decide it could take 6-9 months and \$1,750-3,000 to comply, just to keep going on their process. - For Construction (Private road easements) 1. 12 easements obtained (need to be recorded after Brent signs) 2. 4 subordination agreements obtained (need to be recorded) 3. 2 reconveyances for Kendall properties needed (Kendall and Title Company taking care of that) – this week a. 2 easements for Gasner/Nessen b. Lot 2A – 559.67 ft, 0.32 acres c. Lot 3A – 1,075.89 ft, 0.99 acres d. Subordination agreements needed for both lots (Paul Halliday, UFCU, MACU, Fidelity National Title, 21st Mortgage Corp.). At the moment we would have to assume each would also take 6-9 months and \$1,750-3,000, like Zion’s. - Jeff shared some options and recommendations 1. Option 1 - Stay the course, proceed with agreement, easement, and subordination agreement tasks described. It will possibly take 6-9 months, \$8,250-14,000, and put project in jeopardy. No guarantee this process is completed in time to ensure funds by deadline. We need to decide if proceeding is best or discontinue project now. 2. Option 2 – Proceed with agreement and Gayle’s opinion letter, which will identify subordination agreements still unsigned as being excluded. DDW approved this today (email outlining approval). 3. Jeff Recommends – Option 2
KEY DECISIONS:	- CMSSD Board negotiated with Gasner/Nessen’s
ACTION ITEMS:	- Go into Closed Session to talk about negotiations and specifics Deadline: N/A



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Sunrise Engineering – Item 3: Lead & Copper Report

NOTES:	- Jeff shared that Discussions with Division of Drinking Water were that Cedarview does not need to do verifications or replacement plan. - Jeff also advised This leave ~\$70,000 remaining funds. At the moment, these must be spent by 10/31/25. - Jeff made the recommendation – Submit equipment requests for DDW for approval to spend what you can of your remaining funds, before it is taken back. Excavator is one option other districts have requested. - Kim inquired if the state of Utah had a prequalified equipment list - Jeff advised that Cedarview would need to draft a letter with items to request for reimbursement	
KEY DECISIONS:	- N/A	
ACTION ITEMS:	- N/A	Deadline: N/A

Sunrise Engineering – Item 4: Master Plan Report

NOTES:	- The State of Utah Division of Drinking Water sent their concurrence letter today. - Final pay request anticipated for August board meeting.	
KEY DECISIONS:	N/A	
ACTION ITEMS:	N/A	Deadline: N/A



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Sunrise Engineering – Item 5: CMSSD Building Report

NOTES:	- Jeff reported the following on the Operations Building 1. Footings, foundation walls, and floor slab are all poured. 2. Water, sewer, and electrical under floor slab was completed beforehand. 3. Robertson is letting floor cure the rest of the week and will begin erecting the building this weekend or next week. 4. Next progress meeting scheduled for Tuesday 7/22 at 10am, on site. 5. Submittals are being provided to Sunrise and board to confirm approval. - Jeff made the recommendation – Participate in progress meetings and/or review update emails. Discuss any submittals you would like to.	
KEY DECISIONS:	- N/A	
ACTION ITEMS:	- N/A	Deadline: N/A

Water Manager Report – Item 1: System Report

NOTES:	- Alan reported that he will be taking samples tomorrow 7/17/2025 for ChemTech-Ford - Brent followed up on assignments given to check on customer meters - Alan advised he is working on them - Dean advised that they pumped the vault out on 6/28/2025.	
KEY DECISIONS:	- N/A	
ACTION ITEMS:	- N/A	Deadline: N/A

Office Manager Items

NOTES:	- Aaron shared findings about purchasing a new office computer, and the cost would be under \$2000.00. He had spoken to Pelorus to make sure the system would be compatible and also shared that he had spoken to Techris Design and shopped around online.	
KEY DECISIONS:	- Aaron to purchase new computer	
ACTION ITEMS:	- Mikelle made a Motion to Approve Aaron to purchase the Dell All-In-One as presented, seconded by Judy, unanimous, motion carries	Deadline: N/A



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Closed Session Items:

1. Personnel
2. CMSSD Building
3. Victory Pipeline ROW's Negotiations
4. DCWCD / Roosevelt City / CMSSD Contract Negotiations

ACTION ITEMS:

Mikelle made a motion to go into a closed meeting to discuss, Sunrise Engineering – ROW's Negotiations with party present, seconded by Judy, unanimous, motion carries

ACTION ITEMS:

Mikelle made a motion to come out of a closed session, seconded by Dean, unanimous, motion carries

Closed Session: Victory Pipeline ROW's Negotiations

ACTION ITEMS:

- Mikelle made a motion to accept terms of Victory Pipeline ROWs with Gasner / Nesson Party, seconded by Judy, unanimous, motion carries

Adjourn

ACTION ITEMS:

- Judy made a motion to adjourn, motion carries



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Expenditures

Payee	Purpose	Type	Check #	Amount
Aycock & Miles CPA	Annual Audit	Check	4462	\$3,700.00
Badger Meter	Meter Reading	Check	4463	\$78.44
Duchesne County	Office Rent	Check	4464	\$500.00
DCWCD	Water Supply	Check	4465	\$4,010.33
ETJ Law	LBA CMSSD Building Bonding	Check	4466	\$17,150.00
Federal Tax Deposit	2Q Pymt	EFT	EFT	\$1,493.99
Grub 'N' Growl	Board Meeting Food	Check	4467	\$105.00
McKeachnie Law Offices	Legal Services	Check	4468	\$2,740.50
Moon Lake Electric	Utility Deposit	EFT	Debit	\$300.00
Powell, Dean	Assistant Water Manager	Check	4469	\$192.50
Payroll	Bradshaw, Aaron	Check	4473	\$1,193.65
Rural Water Association of Utah	Annual Dues	Check	4470	\$469.00
Strata Networks	Phone & Internet Bill	EFT	Debit	\$167.87
Stewarts	Board Meeting Food	EFT	Debit	\$12.44
Streamline	Website Bill	EFT	Debit	\$144.11
Swain's Roadhouse	Gift Card for Mikelle Despain	EFT	Debit	\$50.00
TriCounty Health Dept.	Testing	Check	4471	\$25.00
USPS	Postcard Stamps	EFT	Debit	\$112.00
UT Local Govt. Trust	Annual Liability / Annual Building	Check	4472	\$10,553.91
UT State Income Tax	2Q Pymt	EFT	EFT	\$124.92
UT Workforce Services	2Q Pymt	EFT	EFT	\$14.48
Total				\$32,332.83