



Cedarview-Montwell SSD

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

BOARD MEETING

MINUTES

WEDNESDAY, AUGUST 20, 2025

OBJECTIVE:	Board Meeting
CALLED BY:	Brent Powell, Board Chairman
DATE:	August 20, 2025
TIME:	5:30 PM
LOCATION:	CMSSD Office – 270 N 500 W, Roosevelt, UT 84066
ATTENDEES: Brent Powell, Adam Kendall, Judy Hamblin, Dean Powell, Kim Bastian, Aaron Bradshaw, Jeff McCarty, Gayle McKeachnie, Mike Draper ABSENT: Tracy Michaelis, Mikelle Despain, Alan Allred	

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

Approval of Minutes

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



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Sunrise Engineering

– Item 1: Tribal ROW's

NOTES:	- CMSSD Tabled the item pending further discussions	
KEY DECISIONS:	- NA	
ACTION ITEMS:	- N/A	Deadline: N/A

Sunrise Engineering

– Item 2: Victory Pipeline

NOTES:	- Jeff to follow with Johansen Construction on a date for Notice to Proceed - Funding Closing will be Tuesday, September 2, 2025 - Jeff advised the plan is to still saw cut to reduce costs - Adam inquired if staking had been completed - Jeff advised that it had not been yet - Brent reminded everyone of the Billboard Requirements for the project - Jeff to remind the contractor - Ratification of Vote completed in the Key Decisions	
KEY DECISIONS:	- Judy made a motion that we accept this new payback starting with \$29,000, ending at \$73,000 for the next 22 years for the Victory Pipeline project, seconded by Dean Roll Call Vote Taken - Kim Bastian, Yes - Dean Powell, Yes - Adam Kendall, Yes Motion Passes	
ACTION ITEMS:	- NA	Deadline: N/A



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Sunrise Engineering – Item 3: Lead & Copper

NOTES:	- Jeff shared that we are just waiting to see if CMSSD is going to request additional funds - Alan Allred, CMSSD Water Manager drafted a letter to send to the Division of Drinking Water requesting additional funds	
KEY DECISIONS:	- N/A	
ACTION ITEMS:	- N/A	Deadline: N/A

Sunrise Engineering – Item 4: Master Plan

NOTES:	- Jeff advised the Master Plan is COMPLETED - Jeff advised that they have submitted the last pay request for this project	
KEY DECISIONS:	- N/A	
ACTION ITEMS:	- N/A	Deadline: N/A

Sunrise Engineering – Item 5: CMSSD Building

NOTES:	- Jeff reported the following on the Operations Building 1. Work Order Change for placement of reallocating concrete to better fit CMSSD needs 2. Pay Request # 2 has been submitted 3. Robertson Construction concerned about possible rain in the forecast - Kim inquired about broken glass onsite due to damaged doors, who is responsible - Jeff advised that contractor is responsible and will be fixing that issue	
KEY DECISIONS:	- N/A	
ACTION ITEMS:	- Jeff advised that the next progress meeting would be 09/28/2025 around 10:00 am	Deadline: N/A



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Cedarview Montwell Special Service District

– Item 1: Roosevelt City

NOTES:	- Tabled: Roosevelt City NOT PRESENT	
KEY DECISIONS:	- N/A	
ACTION ITEMS:	- Tabled for future discussion	Deadline: N/A

Cedarview Montwell Special Service District

– Item 2: Mike Draper ROW Request

NOTES:	- Mike Draper approached the CMSSD Board to get a utility ROW - CMSSD advised Mr. Draper to contact Duchesne County Planning and get ROW through the existing easement - Mr. Draper had a temporary line running with a hydrant meter not owned by CMSSD and placed by Stubbs & Stubbs Construction. - CMSSD terminated connection pending placement of CMSSD Meter - Mr. Draper assessed water usage and other fees in the amount \$170.00, after meter is placed going forward customer will be charged the residential rate.	
KEY DECISIONS:	- Dean to meet with Mr. Draper to place meter on 08/23/2025	
ACTION ITEMS:	- Permanent line to be placed after Mr. Draper provides a letter from Duchesne County	Deadline: N/A

Cedarview Montwell Special Service District

– Item 3: Killian Property / Future Subdivision

NOTES:	- Tabled: Applicant NOT PRESENT	
KEY DECISIONS:	- N/A	
ACTION ITEMS:	- Tabled for future discussion	Deadline: N/A



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Cedarview Montwell Special Service District

– Item 4: TGS Seismic Survey Permit Request

NOTES:	- Tabled: Applicant NOT PRESENT	
KEY DECISIONS:	- N/A	
ACTION ITEMS:	- Tabled for future discussion	Deadline: N/A

Cedarview Montwell Special Service District

– Item 5: Customer # 783 - Billing

NOTES:	- Customer had a water leak and used 31,590 Gallons over 8,000 - Customer is requesting a reduction in their bill	
KEY DECISIONS:	- CMSSD Board agreed to reduce the bill at \$4.00 per thousand over plus the residential rate \$70.00 for a total of \$196.04	
ACTION ITEMS:	- Office Manager to inform Customer # 783	Deadline: N/A

Cedarview Montwell Special Service District

– Item 6: Budget Review

NOTES:	- CMSSD Reviewed current budget - CMSSD Board good with current budget usage	
KEY DECISIONS:	- N/A	
ACTION ITEMS:	- NA	Deadline: N/A



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Water Manager Report – Item 1: System Report

NOTES:	- Aaron shared that Alan reported that he will be taking samples tomorrow 08/21/2025 for ChemTech-Ford - Dean advised that they pumped the vault out - Dean adjusted the pressure regulator on it to increase the pressure going into the tank vault, and went on to the tank, because it's normally like four pounds. And they got it up to like three pounds, and that's when we got 1,400 gallons per minute on it, for like two and a half hours, and I had to shut it back down. But by now it is set at 50 gallons per minute going into it, and Dean advised that he will adjust to 75 gallons per minute. - The Clay Valve people will be here on 08/28/2025 around 11:00 AM	
KEY DECISIONS:	- N/A	
ACTION ITEMS:	- N/A	Deadline: N/A

Board Chairman Items

NOTES:	- Brent appointed Kim to oversee the Water Manager and Assistant Water Manager going forward
KEY DECISIONS:	- Alan and Dean to report to Kim

Closed Session Items: As for the purposes listed in Utah Code 52-4-20

ACTION ITEMS:	Judy made a motion to go into a closed meeting As for the purposes listed in Utah Code 52-4-20, seconded by Dean, unanimous, motion carries
ACTION ITEMS:	Dean made a motion to come out of a closed session, 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
Badger Meter	Meter Reading	Check	4478	\$78.44
Duchesne County	Office Rent	Check	4479	\$500.00
DCWCD	Water Supply	Check	4480	\$4,038.94
McKeachnie Law Offices	Legal Services	Check	4481	\$4,760.50
Payroll	Allred, Alan	Check	4476	\$755.10
Payroll	Bradshaw, Aaron	Check	4477	\$1,138.48
Pelorus	Software & Support	Check	4482	\$600.00
Powell, Dean	Assistant Water Manager	Check	4483	\$87.70
Robertson Construction	Inv 1013	Check	4474	\$180,500.00
RWAU	Conference Attendance: Kim Bastian	Check	4484	\$150.00
Strata Networks	Phone & Internet Bill	EFT	Debit	\$167.87
Stewarts	Board Meeting Food	EFT	Debit	\$44.94
Streamline	Website Bill	EFT	Debit	\$144.11
Sunrise Engineering	Master Plan PR # 4	Check	4485	\$16,425.00
Sunrise Engineering	CMSSD Bldg PR #2	Check	4474	\$13,969.69
UASD	Annual Dues	Check	4486	\$457.00
Utah Local Govt. Trust	Worker's Comp Annual Fee	EFT	EFT	\$648.94
Total				\$224,466.71