



Cedarview-Montwell SSD

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

BOARD MEETING

MINUTES

WEDNESDAY, SEPTEMBER 17, 2025

OBJECTIVE:	Board Meeting
CALLED BY:	Brent Powell, Board Chairman
DATE:	September 17, 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, Alan Allred, Aaron Averett, Jeff McCarty, Gayle McKeachnie, Mike Draper
ABSENT:	Tracy Michaelis, Mikelle Despain

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:	- Judy made a motion to approve the bills as written with the exception of Pay Request # 17 for the Victory Project pending answers to questions related to specifics on the invoice, seconded by Kim, unanimous, motion carries

Approval of Minutes

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



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Sunrise Engineering

– Item 2: Victory Pipeline

NOTES:

- Jeff shared the following:
 1. Loan closed September 2nd!
 2. Pay request submitted for board approval for work since July 2024
 3. Staking of easements is underway, and should be completed the end of this week
 4. Johansen is waiting for confirmed specific materials delivery dates, but looks to be mid-October
 5. Johansen would like to have the pre-construction meeting the first week or so of October
 6. They are also getting parts submittals to me for review and approval
 7. 120-day construction period, putting end of waterline construction in February (if weather does not require shutdown)
 8. They are going to be requesting some item cost increases due to parts increases since bidding took place. They sent me the parts with their before and current costs and it will total around \$31,000 increase.
 9. Budget remaining = \$4,313,805.10
 10. Waterline Construction = \$3,333,000+\$31,000 = \$3,364,000
 11. Pump Station = \$281,000
 12. SCADA = \$30,000 (estimating)
 13. Construction Admin/Observation = \$385,000
 14. Legal/Bonding = \$20,000 (estimating)
 15. Easements = \$1,200
 16. Contingency = \$230,000 (AKA Potential Tank Fund)
 17. Potential Construction Savings = \$180,000 (from bedding and backfill)
 18. Estimate for 50,000 gallon tank = \$250,000
 19. All funds must be spent by end of 2026
 20. Tank would be change order for Johansen (to save time and cost on bidding)
 21. Should Sunrise begin design now, to help meet that deadline? (Estimated \$40,000)
 22. For subordination agreement from Zion's, they confirmed they do want an updated title report (~\$200), before and after appraisals (~\$1,500), and a more detailed survey (~\$500)
- Gayle advised that due to procurement codes in the State of Utah that a tank may not be able to added as change order given it was never in the original design or bids.
- CMSSD Board is review request for additional funds that exceed the contract amount.

KEY DECISIONS:

- CMSSD Board decided to move forward without the subordination agreement for Roybal's property as approved by the Division of Drinking Water.

ACTION ITEMS:

- NA

Deadline: **N/A**



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– Item 3: Lead & Copper

NOTES:	- Jeff shared that we are just waiting to see if CMSSD is going to request additional funds - Computer quote needed in order to send request GPS and computer equipment to DDW - About \$50,000 still available if other equipment should be requested - GIS data access consent form request	
KEY DECISIONS:	- N/A	
ACTION ITEMS:	- N/A	Deadline: N/A

Sunrise Engineering

– Item 1: Tribal ROW's

NOTES:	- Aaron Averett presented to the board the following: 1. Potential Opportunity to discuss/negotiate with the Business Committee directly 2. With others the Business Committee has been inclined to want connections only 3. We would want to set up an appointment with the Business Committee, when those going have time to wait a long time potentially 4. Along similar lines, there seems to be some potential interest from the Tribe's water department to treat water up the canyon and work with water districts to use that water/share infrastructure. 5. Budget remaining = \$100,000 6. Allottee FMV total = \$70,030 (13 easements) 7. Tribe agreement = \$95,123 and 6 connections (this was Cedarview's counteroffer) 8. Sunrise costs = \$20,000 (Estimating) 9. Overage = \$85,000 - Gayle advised that Bureau of Indian Affairs is the ones that sign off on the contracts and that the business committee does have the final say - CMSSD Requested other alternatives and possible route changes	
KEY DECISIONS:	- NA	
ACTION ITEMS:	- N/A	Deadline: N/A



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Sunrise Engineering

– Item 4: Master Plan

NOTES:	- Jeff advised the Master Plan is COMPLETED - Aaron advised still waiting from payment from the State of Utah	
KEY DECISIONS:	- N/A	
ACTION ITEMS:	- N/A	Deadline: N/A

Sunrise Engineering

– Item 5: CMSSD Building

NOTES:	- Jeff reported the following: 1. Jared would like as many as possible to stop in Thursday afternoon to look things over and point out any concerns. 2. They should be painting and putting up the entry awning that day. 3. We can review the invoiced items, percentages complete, amounts remaining	
KEY DECISIONS:	- N/A	
ACTION ITEMS:	- Jeff advised that the Contractor would like to go through punch list items on Thursday next week, 09/25/2025.	Deadline: 09/25/2025

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



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Cedarview Montwell Special Service District

– Item 2: Mike Draper ROW Request

NOTES:	- Mike Draper approached to approve Stubbs and Stubbs as an approved contractor. - Brent advised that they would need send CMSSD proper certifications and licenses. - Mike shared his plan for his connection going through existing right of way. - CMSSD board okay with his plan.	
KEY DECISIONS:	- N/A	
ACTION ITEMS:	- N/A	Deadline: N/A

Water Manager Report – Item 1: System Report

NOTES:	- Alan and Brent advised the board of 9 possible new connections before the end of the season.	
KEY DECISIONS:	- N/A	
ACTION ITEMS:	- N/A	Deadline: N/A

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

ACTION ITEMS:	Kim made a motion to go into a closed meeting As for the purposes listed in Utah Code 52-4-20, seconded by Judy, unanimous, motion carries	
ACTION ITEMS:	Dean made a motion to come out of a closed session, seconded by Kim, unanimous, motion carries	

Closed Session Item: Propane Company

ACTION ITEMS:	Dean made a motion after reviewing multiple propane proposals, to select Mountain West Propane for CMSSD Building, seconded by Kim, Adam voted yes, Judy no vote, motion carries	
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Adjourn

ACTION ITEMS:	- Dean made a motion to adjourn, motion carries	
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Expenditures

Payee	Purpose	Type	Check #	Amount
Alan Allred	Postage Reimbursement	Check	4489	\$34.42
Badger Meter	Meter Reading	Check	4490	\$78.44
Kim Bastian	RWAU Conf. Per Diem Reimbursement	Check	4491	\$160.30
Chamberlain Assoc.	Victory Bond	Check	4492	\$8,350.00
Chemtech-Ford LLC	Lead & Copper	Check	4493	\$245.00
Dell	New Office Computer	EFT	Debit	\$1,607.20
Duchesne County	Office Rent	Check	4494	\$500.00
DCWCD	Water Supply	Check	4495	\$4,444.21
McKeachnie Law Offices	Legal Services	Check	4496	\$1,409.40
Moon Lake	Electric Bill	Check	4497	\$19.07
Northeastern Office Supply	Ink	EFT	Debit	\$230.54
Payroll	Allred, Alan	Check	4487	\$1,147.77
Payroll	Bradshaw, Aaron	Check	4488	\$1,213.74
Powell, Dean	Assistant Water Manager	Check	4498	\$224.00
Robertson Construction	Inv 1014	Check	Pending	\$172,425.00
Straight Shot	Install Water Line to CMSSD Bldg	Check	4499	\$3,500.00
Strata Networks	Phone & Internet Bill	EFT	Debit	\$167.59
Stewarts	Board Meeting Food	EFT	Debit	\$49.54
Streamline	Website Bill	EFT	Debit	\$144.11
Sunrise Engineering	Victory PR # 17	Check	Pending	\$237,946.53
Sunrise Engineering	CMSSD Bldg PR #3	Check	Pending	\$5,718.50
TriCounty	Water Samples	Check	4503	\$25.00
USPS	Postcard Stamps (2 Rolls)	EFT	Debit	\$122.00
Utah State Div. of Finance	Sharmel Loan	Check	4504	\$27,489.98
William Prater	Victory Closing	Check	4505	\$5,958.00
Total				\$473,210.34