



Cedarview-Montwell SSD

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

BOARD MEETING

MINUTES

WEDNESDAY, NOVEMBER 19, 2025

OBJECTIVE:	Board Meeting
CALLED BY:	Brent Powell, Board Chairman
DATE:	November 19, 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, Royce Hammer, JR Bird, Ryan Clayburn ABSENT: Tracy Michaelis, Mikelle Despain	

Public Comment

NOTES:	- N/A
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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

Ratification of Bills

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



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Approval of Minutes

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

Cedarview Montwell Special Service District

– Item 1: Board Member Resignation – Tracy Michaelis

NOTES:	- Brent advised that Tracy Michaelis resigned his position, sighting conflicts with his employment.
KEY DECISIONS:	- N/A
ACTION ITEMS:	- N/A
Deadline: N/A	

Cedarview Montwell Special Service District

– Item 2: Bylaw Change – 2.1.2 Board Restructuring

NOTES:	▪ Existing The Board is composed of seven Board members appointed for terms of four years, except that the initial terms shall be staggered pursuant to Utah law. (U.C.A. § 17D-1-304.) ▪ Proposed The Board is composed of five Board members appointed for terms of four years, except that the initial terms shall be staggered pursuant to Utah law. (U.C.A. § 17D-1-304.)
KEY DECISIONS:	- N/A
ACTION ITEMS:	- Tabled for future discussion
Deadline: N/A	



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– Item 3: TGS Seismic Permit Request

NOTES:	- Royce Hammer presented the process that they use for doing their seismic testing - Gayle McKeachnie, CMSSD Legal Counsel after hearing the amount of compensation to the CMSSD, advised CMSSD to request more compensation if the board was willing to move forward	
KEY DECISIONS:	- N/A	
ACTION ITEMS:	- Dean made a motion not to approve their permit request, seconded by Kim, unanimous, motion carries	Deadline: N/A

Cedarview Montwell Special Service District

– Item 4: Budget Review

NOTES:	- Judy presented the budget to the board for review	
KEY DECISIONS:	- Meet in a workshop meeting on Wednesday, December 3, 2025 to work out details.	
ACTION ITEMS:	- Judy made a motion to approve the purchase of a laptop for our water manager and a new printer for our office, seconded by Adam, unanimous, motion carries	Deadline: 12/03/2025

Cedarview Montwell Special Service District

– Item 5: Roosevelt City

NOTES:	- JR Bird, Roosevelt City Mayor, along with Ryan Clayburn, Roosevelt City Assistant Manager, shared the city's interest in negotiating new contracts that would include: 1. Wheeling Fee, reciprocal fee (Gayle McKeachnie, CMSSD Legal Counsel, advised that is not in the contracts he has seen) 2. Sharmel Acres Purchase 3. North Crescent payoff - Judy stated we separate contracts and need a right-of-way to service Meacham Lane (2500 North)	
KEY DECISIONS:	- Meet in a workshop meeting on Wednesday, December 3, 2025 to work out details.	
ACTION ITEMS:	- Waiting for updated contracts from the city	Deadline: 12/03/2025



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Sunrise Engineering

– Item 1: Victory Pipeline

NOTES:	- Jeff shared the following: Going very well – Over 7,000 of 33,000 ft installed (ahead of schedule) Laterals to be added – must come to office to pay fees and do paperwork first First construction pay request for approval (materials) Budget remaining = \$3,669,000 a. Waterline Construction = \$2,776,000 b. Pump Station = \$281,000 c. SCADA = \$30,000 (estimating) d. Construction Admin/Observation = \$331,000 e. Legal/Bonding = \$20,000 (estimating) f. Contingency = \$231,000 (AKA Potential Tank Fund) g. Potential Construction Savings = \$180,000 (from bedding and backfill) i. Change order for solid rock excavation item linear foot to lump sum (\$294,000) Estimate for 50,000 gallon tank construction = \$250,000 h. Should Sunrise begin design now, to help meet that deadline? i. \$53,000 design, structural, geotechnical, cultural, survey (weather time crunch for some tasks) ii. Construction services should be able to fit in existing waterline budget	
KEY DECISIONS:	- Dean made a motion to approve Victory Tank Design at the cost of \$ 53,000.00, seconded by Judy, unanimous, motion carries	
ACTION ITEMS:	- NA	Deadline: N/A

Sunrise Engineering

– Item 2: CMSSD Building

NOTES:	- Jeff advised that Final pay request was sent for approval - CMSSD Board discussed that Garage Door issues have been resolved.	
KEY DECISIONS:	- N/A	
ACTION ITEMS:	- Judy made a motion to approve Robertson Construction pay request now that the garage doors are fixed, seconded by Dean, Judy voted for, Dean voted for, Adam voted for, Brent voted for, Kim voted against, motion carries	Deadline: TBD



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Sunrise Engineering

– Item 3: Tribal ROW's

NOTES:	- Jeff shared the following: • Weekly calls have resulted in no "work session" appointment • Should we simply create & submit proposal to the Business Committee? • Budget remaining = \$100,000 ○ Allottee FMV total = \$70,030 (13 easements) ○ Tribe agreement = \$95,123 and 6 connections (this was Cedarview's counter offer) ○ Sunrise costs = \$20,000 (estimating) ○ Overage = \$85,000	
KEY DECISIONS:	- N/A	
ACTION ITEMS:	- N/A	Deadline: N/A

Sunrise Engineering

– Item 4: Lead & Copper

NOTES:	- Jeff shared the following: About \$50,000 still available if other equipment should be requested, we need to request ASAP a. We just got word that equipment needs to be Buy America Build America compliant - CMSSD Board still wanting to pursue getting a metal detector and other locating devices	
KEY DECISIONS:	- N/A	
ACTION ITEMS:	- N/A	Deadline: N/A

Water Manager Report – Item 1: System Report

NOTES:	- Upcoming Meter Reading on Tuesday, December 2, 2025 with rereads to follow on Wednesday, December 3, 2025.	
KEY DECISIONS:	- N/A	
ACTION ITEMS:	- Meter Reading	Deadline: 12/02/2025

Adjourn

ACTION ITEMS:	- Kim made a motion to adjourn, motion carries	
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Exhibit 'A' Expenditures

Payee	Purpose	Type	Check #	Amount
Badger Meter	Meter Reading	Check	4523	\$78.44
Blue Stakes	Annual / Semi-Annual Billing	Check	4524	\$136.34
ChemTech Ford	Inv 25H1992	Check	4525	\$275.00
CMSSD	Water Utility	Inner	Transfer	\$70.00
DCWCD	Water Supply	Check	4526	\$3,312.25
Johansen Construction	Victory Pipeline PR #18 - Pay App # 1	Check	4527	\$588,091.27
McKeachnie Law Offices	Legal Services	Check	4528	\$1,370.50
Microsoft	365 Annual Subscription	EFT	Debit	\$106.74
Moon Lake Electric	Electric Bill	Check	4529	\$53.77
Mountain West Propane	Inv 00218762, 00211320	Check	4530	\$1,885.80
Mountainland Supply	S107438010.001, S107386190.001, S107345558.002, S107364604.002	Check	4531	\$3,358.96
Payroll	Allred, Alan	Check	4536	\$835.66
Payroll	Bradshaw, Aaron	Check	4537	\$1,412.82
Pelorus	Software & Support	Check	4532	\$600.00
Strata Networks	Move & Change Fee	EFT	Debit	\$25.00
Strata Networks	Phone & Internet Bill	EFT	Debit	\$167.59
Stewarts	Board Meeting Food	EFT	Debit	\$24.94
Stewarts	New Bldg. Keys	EFT	Debit	\$139.38
Streamline	Website Bill	EFT	Debit	\$144.11
Sunrise Engineering	CMSSD Bldg PR #5 - Inv ARIV1007687	Check	4533	\$1,930.00
Sunrise Engineering	Victory PR #18 - Inv ARIV1006932, ARIV1007921	Check	4534	\$57,144.10
TriCounty	Water Samples	Check	4527	\$25.00
USPS	Certified Letter	EFT	Debit	\$6.08
USPS	Certified Letter	EFT	Debit	\$6.08
Total				\$661,199.83



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Exhibit 'B' Ratified Expenditures

Payee	Purpose	Type	Check #	Amount
Duchesne County	Rent	Check	4521	\$500.00
Karl's Carpet	CMSSD Bldg PR #5	Check	4522	\$4,911.00
Moon Lake Electric	Electric Bill	Check	4520	\$68.06
			Total	\$5,479.06