Minutes

Cedarview Montwell Special Service District
5765 North 5000 West, Roosevelt, UT 84066

Board Meeting
Wednesday, January 21, 2026
6:30 PM

OBJECTIVE:	Board Meeting
CALLED BY:	Brent Powell, Board Chairman
DATE:	January 21, 2026
TIME:	6:30 PM
LOCATION:	CMSSD Board Room – 5765 N 5000 W, Roosevelt, UT 84066

ATTENDEES:

Brent Powell, Adam Kendall, Judy Hamblin, Dean Powell, Kim Bastian, Aaron Bradshaw,
Jeff McCarty, Gayle McKeachnie, Shanna Hatch, Donald Hatch, Roy Murray, Shelly Murray

ABSENT:

N/A

Public Comment

NOTES:	- N/A

Conflict of Interest

NOTES:	- N/A

Item 1: Approval of Bills

MOTION:	Dean a made a Motion to Approve the Bills as written seconded by Judy, unanimous, motion carries.

Item 2: Approval of Minutes

MOTION:	Judy made a Motion to Approve December Minutes as corrected, seconded by Kim, unanimous, motion carries.

Item 3:	Don & Shanna Hatch
NOTES:	Customers are concerned about high contractor bill for new connection and the way it was charged and if CMSSD has responsibility for it.
MOTION:	Judy made a Motion to have Alan set up a meeting with Contractor to discuss the charges, seconded by Dean, unanimous, motion carries.

Item 4:	Roy & Shelly Murray
NOTES:	Customers are requesting a connection. Customer has been denied prior to due to potential pressure issues.
MOTION:	Dean made a Motion to have Sunrise Engineering do some more research and verify if water is available or not, seconded by Kim, unanimous, motion carries.

Item 5:	Roosevelt City Contracts
NOTES:	1. CMSSD Board has reviewed the contracts from the city and has received advisement from legal counsel. 2. CMSSD Board would like to review the North Crescent Contract and propose changes before moving forward.
MOTION:	Dean made a Motion to have Judy review the North Crescent contracts with staff's help and legal review to submit revisions to the contract, seconded by Kim, unanimous, motion carries.

Item 6: Sunrise Engineering

NOTES:

a. Victory Pipeline Connection
- Going very well – Main waterline is complete!
- This week they have been doing grading and excavation at the tank site
- They are also going back up through the project to finish up remaining items:
  - Cleanup
  - Laterals and meters
  - A handful of air vacs
  - A few fire hydrant stubs
  - About a dozen gate valves
  - Two stretches of mainline a few hundred feet each

- Pump station scheduled to be delivered on Friday, won't be placed until site work is ready
- Preference question on lateral for Wolffinden connection
- Discussion about PRV requirement for all connections
- DDW asking about a Single Audit Letter requirement (we didn't know about this until yesterday)
  - Can Sunrise reach out to Cedarview auditor for an opinion of cost?

- Budget remaining = $2,200,000
  - Waterline Construction = $1,130,000 (Jeff's estimated final)
  - Pump Station = $281,000
  - SCADA = $30,000 (proposal from SCI)
  - Construction Admin/Observation = $304,000
  - Tank Construction = $150,000 (Johansen's rough estimate)
  - Contingency = $305,000 (AKA Remainder)

b. Tribe Easements
- Weekly calls have resulted in no "work session" appointment
- I would recommend we simply create & submit proposal to the Business Committee.

c. Lead and Copper
- About $50,000 is still available if other equipment should be requested, we need to request ASAP
  - Line locator supplier information to Alan and Dean
    - Able to obtain a quote?
  - Got a quote for GIS equipment (same thing Sunrise has)
    - $9,454.00
- We have been lucky so far because DDW & EPA are being very slow about specifying the paperwork needed to waive BABA requirements, but that won't last forever.

MOTION: N/A

Item 7:	Water Manager Report
NOTES:	Alan reported that he fixed a water leak at Vivian Anderton's Home, we may have lost 15,000 gallons, just a rough estimate. Brent requested that Alan get some prices on parts.

Item 8:	Office Manager Report

NOTES:	1. PO Box has been set up!
	    a. PO Box 1052, Roosevelt, UT 84066
	2. Annual Contribution: 5% Maintenance & 6% Loan Back Up from PTIF 5927
	    a. 5% Maintenance - $25,706.90 to PTIF 8254 - New Total: $167,330.97
	    b. 6% Loan Backup - $30,848.28 to PTIF 8321 - New Total: $215,871.22
	    c. PTIF 5927 – Remaining Balance after transfers: $922,203.59
	3. Mike Draper Letter Sent
	4. Board Meeting Snacks
	5. Deposits & Investment – Done for the first half of year
	6. Quarterly's – Done
	7. Delinquent Account – Account 1541
	    a. Owes $394.78
	    b. Mail is being returned from PO Box
	    c. Sent Delinquent Letter to Physical Address
	    d. Email shows that they are going through
	8. Proposed Meter Reading Dates and February Billing Date
	    a. 02/03/2026 – Read Meters
	    b. 02/04/2026 – Rereads
	    c. 02/05/2026 – Process Billing
	9. 1099's & W2's - Done
	    a. Any changes before finalizing them?

Item 9:	Closed Session
NOTES:	No Closed Session

Adjourn

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Expenditures

Payee	Purpose	Type	Check #	Amount
Adobe	Annual Subscription	EFT	Debit	$256.07
Badger Meter	Meter Reading	Check	4566	$78.44
Blue Stakes of Utah	Inv UT202503478	Check	4567	$59.69
CMSSD	Water Utility	Inner	Transfer	$70.00
DCWCD	Water Supply	Check	4568	$3,851.44
DWS - Unemployment	Quarterly Payment	EFT	Debit	$13.11
IRS	Quarterly Payment	EFT	Debit	$1,371.48
Johansen Const.	PR # 3	Check	4569	$676,332.45
McKeachnie Law	Legal Services	Check	4670	$1,447.50
Moon Lake Electric	Electric Bill	Check	4577	$72.76
Mtn West Propane	Inv 00227917	Check	4571	$275.81
Payroll	Allred, Alan	Check	4564	$778.60
Payroll	Bradshaw, Aaron	Check	4565	$1,437.56
PR Contracting	Bird Service Install	Check	4572	$1,000.00
RWAU	St. George Conference	Check	4573	$960.00
SCI Automation	SCADA 2026 Subscription	Check	4574	$1,105.00
Strata Networks	Phone & Internet Bill	EFT	Debit	$167.65
Streamline	Website Bill	EFT	Debit	$144.11
Stewarts	BM Snacks	EFT	Debit	$47.84
Sunrise Engineering	Victory PR # 20	Check	4575	$47,357.83
TriCounty	Water Samples	Check	4576	$25.00
UB Standard	Public Notice - Budget Hearing	EFT	Debit	$93.88
USPS	Annual PO Box Rental / Stamps	EFT	Debit	$288.00
Utah State Tax Comm.	Quarterly Payment	EFT	Debit	$123.62
			Total	$737,357.84