



Minutes

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

Board Meeting

Wednesday, June 17, 2026
6:00 PM

OBJECTIVE:	Board Meeting
CALLED BY:	Brent Powell, Board Chairman
DATE:	June 17, 2026
TIME:	6:00 PM
LOCATION:	CMSSD Board Room – 5765 N 5000 W, Roosevelt, UT 84066
ATTENDEES:	Brent Powell, Judy Hamblin, Dean Powell, Kim Bastian, Aaron Bradshaw, Alan Allred, Jeff McCarty, Gayle McKeachnie, Orlan Anderson ABSENT: Adam Kendall

Public Comment

NOTES:	N/A
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Item 1: Approval of Bills

NOTES:	Aaron reviewed the bills for payment. A previously approved PDF/website service fee was discussed. The vendor reduced an undisclosed one-time fee to \$300 after being contacted by the district. It was noted that the payment request included the ninth payment on the current construction project.
MOTION:	Dean moved to approve the bills as presented. Kim seconded the motion. Roll Call Vote • Dean – Yes • Kim – Yes • Judy – Yes • Brent – Yes Motion carried unanimously.



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Item 2: Approval of Minutes	
NOTES:	Corrections to the previous meeting minutes were reviewed: • A month reference was corrected from March to April. • A name was corrected from "Preston" to "Freston."
MOTION:	Judy moved to approve the May Minutes as presented. Dean seconded the motion. Roll Call Vote • Dean – Yes • Kim – Yes • Judy – Yes • Brent – Yes Motion carried unanimously.

Item 3: Ratification of 2026 Tax Rate	
NOTES:	Aaron informed the Board that the annual tax rate paperwork had already been submitted to the County and required formal ratification by the Board.
MOTION:	Dean moved to ratify the district's 2026 tax rate. Kim seconded the motion. Roll Call Vote • Dean – Yes • Kim – Yes • Judy – Yes • Brent – Yes Motion carried unanimously.



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Item 4: Orlan Anderson Subdivision	
NOTES:	The Board discussed the proposed subdivision presented during the workshop meeting. Board members indicated the proposed layout appeared acceptable pending County review and approval. It was agreed that once County approval is received, Mr. Anderson will be contacted and placed on a future agenda for final District consideration. Discussion also included timing for purchasing water connections. Mr. Anderson was advised to wait until the County has approved of the subdivision application before purchasing connections. No formal action was taken.

Item 5: Sunrise Engineering Items	
NOTES:	The Board received an update regarding ongoing coordination with Sunrise Engineering. Moon Lake Power Service Sunrise Engineering is working with Moon Lake Electric regarding the placement of an additional power pole. Alternate routes are being evaluated if the preferred right-of-way is unavailable. Water Line Project The Board discussed erosion control items requiring follow-up with the contractor. Line Markers and Hydrant Flags Discussion was held regarding installing markers where the line bends, valves, air release structures, and fire hydrants to improve visibility, particularly during winter conditions. The Board directed staff to: • Determine the number of markers needed. • Verify whether hydrant markers were included in the contractor's scope of work. • Follow up with the contractor regarding installation. No formal action was taken.



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Item 6: Roosevelt City Items

NOTES: This item was tabled due to lack of information from Roosevelt City.

Item 7: Water Manager Report

NOTES: Alan provided the following report:

Bird Connection

A connection was upgraded from a ¾-inch service to a 1-inch service. Installation is complete except for placement of the water meter.

Mountain View Acres Subdivision Water Line

Alan reported:

- A required bacteriological sample must be completed and submitted before the line can be accepted into service.
- The fire hydrant lacked a required thrust block.
- As a result, the line was not approved for activation until corrections are completed.

The Board supported Alan's decision to withhold approval of installations that do not meet District standards prior to acceptance.

Additional discussion included:

- Meter installation status.
- Flushing and chlorination requirements.
- Submission of bacteriological testing results to the district.

No formal action was taken.



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Item 7: Office Manager Report

NOTES:

Aaron provided the following report:

New Customers

The district has received ten new customer applications:

- Seven are pending new water connections.
- Board members were provided with a list for reference.

Meter Reading Schedule

The Board discussed scheduling meter readings.

The Board agreed to:

- Read meters on June 24, 2026.
- Conduct rereads as needed through the end of the month.

Office Closure

Aaron informed the Board that the office would be closed on June 19 due to a family funeral in Colorado.

Audit

Aaron reported that the district audit had been completed successfully.

July Board Meeting

Brent informed the Board he would be unavailable for the regularly scheduled July meeting.

After discussion, the Board agreed to move the July Board Meeting to July 22, 2026.

Staff were directed to post the meeting date change in accordance with public notice requirements.



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Item 9: Board Member Compensation	
NOTES:	The Board discussed increasing board compensation and changing the payment schedule.
MOTION:	Dean moved to: • Increase Board compensation from \$50 per meeting to \$100 per meeting. • Pay compensation quarterly rather than annually. • Implement the change effective immediately beginning with the July payment cycle. • Remain within the State compensation limit of \$5,000 annually. Kim seconded the motion. Roll Call Vote • Dean – Yes • Kim – Yes • Judy – Yes • Brent – Yes Motion carried unanimously.

Item 10: Russ Dewar	
NOTES:	Covered by Water Manager



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Closed Session

MOTION:	The Board determined it was necessary to enter a closed session pursuant to Utah Code § 52-4-205(1)(a). Dean moved to enter a closed session under Utah Code § 52-4-205(1)(a). Kim seconded the motion. Roll Call Vote • Dean – Yes • Kim – Yes • Judy – Yes • Brent – Yes Motion carried unanimously.
MOTION:	The Board determined it was necessary to enter a closed session pursuant to Utah Code § 52-4-205(1)(a). Judy moved to go out of a closed session under Utah Code § 52-4-205(1)(a). Dean seconded the motion. Roll Call Vote • Dean – Yes • Kim – Yes • Judy – Yes • Brent – Yes Motion carried unanimously.

Adjourn



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Item 1: Approval of Bills – Exhibit "A"

Payee	Purpose	Type	Check #	Amount
Allred, Alan	Payroll - April	Check	4631	\$477.69
Allred, Alan	Payroll - May	Check	4632	\$740.40
B2 Pest Control	Pest Control	Check	4634	\$139.00
Badger Meter	Meter Reading	Check	4635	\$80.02
Bradshaw, Aaron	Payroll - May	Check	4633	\$1,424.59
CMSSD	Water Utility	Inner	Transfer	\$70.00
Duchesne County	Permit - Booster Station	Check	4636	\$2,976.76
DCWCD	Water Supply	Check	4637	\$3,526.89
Johansen Construction	Victory PR # 25 – PR # 7	Check	4638	\$49,326.85
McKeachnie Law Offices	Legal Services	Check	4639	\$1,610.52
Moon Lake Electric	Electric Bill	Check	4640	\$52.54
Mountainland Supply	Inv S107873789.001	Check	4641	\$1,371.05
Signs n Lines	Inv 19986	Check	4642	\$337.90
Straight Shot	2 New Connections	Check	4643	\$2,000.00
Strata Networks	Phone & Internet Bill	EFT	Debit	\$152.16
Streamline	Website Bill / One-Time Setup Fee for ADA PDF's	EFT	Debit	\$484.27
Sunrise Engineering	Victory PR # 25 - ARIV1013584	Check	4644	\$11,202.75
TriCounty	Water Samples	Check	4645	\$25.00
Utah Division of Finance	Original Loan Payment	Check	4646	\$67,742.49
Total				\$143,740.88