

**DIXIE DEER SPECIAL SERVICE DISTRICT  
ADMINISTRATIVE CONTROL BOARD MEETING MINUTES  
OF WEDNESDAY JUNE 17, 2020 at 7:00 P.M.**

1. **CALLED TO ORDER:** At 7:00 P.M. (Chairman) Jim Rowles led the Pledge of Allegiance to the Flag. Board members in attendance (Chairman) Jim Rowles; (Vice Chair) James Jorgenson; (Clerk) Jan Hamilton; (Treasurer) Ilean Despain. Employees Present (Water Master) Wayne Gudgell; (Administrative Assistant) Susan Gudgell; (Scribe) Susan Gudgell.
2. **OPENED REGULAR MEETING:** Chairman, Jim Rowles, opened regular meeting noted we have four Board members present. Welcomed Resident Guest June Rowles. (Director) Cathy Jorgenson is still not feeling well. She will not be in attendance at tonight's meeting.
3. **CLERK'S REPORT:** Clerk, Jan Hamilton, began the Clerk's report by stating she could not see any problems, Jim Rowles moved that the clerk's report be accepted Ilean seconded it. All in favor unanimous.
4. **TREASURER'S REPORT:** Treasurer, Ilean Despain, began the Treasurer's report by saying the General account has \$66,772.52, the Rural Development account has \$5,205.00, P.T.I.F. accounts have \$142,561.17 for a grand total of \$214,538.69. Jim Rowles moved that they accept the Treasurer's report Jan Hamilton seconded it. All in favor unanimous.
5. **PREVIOUS MONTH'S MINUTES:** Board members reviewed the minutes of the May 15, 2020 Board meeting. Chairman Jim Rowles stated that they may have to tap into the P T I F account this year or next year for the improvements of the steel tank. Wayne explained that he had sent the report over to Sunrise Engineering. Wayne will check with Sunrise Engineering to see if they have received the video that was provided by Advanced Diving Services. Jan moved to accept the minutes, Ilean Despain seconded. All in favor unanimous. Chairman Jim Rowles signed the minutes.
6. **VICE-CHAIR REPORT:** Vice Chair, James Jorgenson, Jim stated he had nothing to report. Jim asked if they were going to make an extra bond payment on the federal bond this year. Chairman Jim Rowles stated he would like to put this on hold for a while.
7. **DIRECTOR REPORT:** Director, Cathy Jorgenson. James stated she looked at the bank statement. It was in order.
8. **DISCUSS retaining an Excavator for water line work:** Chairman, Jim Rowles, began the discussion by stating that a customer who lives on Foothill Circle reported a water leak in the road. Wayne called Mike Jewell Excavating and he came over on Monday and fixed the leak.

9. Open meeting to discuss issues: Jan Hamilton stated she had an issue with mop they used to clean the floor, is not cleaning the way it should. Jim Rowles asked the Admin Sue Gudgell to order a decent floor cleaner.
10. WATER MASTER REPORT: Wayne reported that for the month of May we pumped 3,105,528 gallons of water and that averages out to be 100,178 gallons per day. Wayne stated he took his monthly water tests to St. George and it came back fine. He plans on reading meters on the Tuesday the 26th of June and will stuff envelopes on Wednesday the 1<sup>st</sup> of July.
11. Meet adjourned at 7:25 P.M.

Signed James Q Rowles Date 7-15-2020