

**DIXIE DEER SPECIAL SERVICE DISTRICT
ADMINISTRATIVE CONTROL BOARD MEETING MINUTES
OF WEDNESDAY FEBRUARY 19, 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; (Director Member) Cathy Jorgenson. All five Board members in attendance. Employees Present (Administrative Assistant) Deena Ellis; (Water Master) Wayne Gudgell; (Scribe) Susan Gudgell.
2. **OPENED REGULAR MEETING:** Chairman, Jim Rowles, opened regular meeting noted all five Board members present. Resident Guest June Rowles.
3. **CLERK'S REPORT:** Clerk, Jan Hamilton, began the Clerk's report by saying the questionnaire on the census was done and there is a copy here at the office. Jan said the reports look real good. Clerk's Report accepted unanimous.
4. **TREASURER'S REPORT:** Treasurer, Ilean Despain, began the Treasurer's report by saying the General account has \$98,119.38, the Rural Development account has \$5,217.00, P.T.I.F. accounts have \$114, 301.82, for a grand total of \$217,638.20. 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 January 15, 2020 Board meeting. Jan Hamilton moved to accept the minutes, Ilean Despain seconded it. All in favor unanimous. Chairman, Jim Rowles, signed the minutes.
6. **VICE-CHAIR REPORT:** Vice Chair, James Jorgenson, nothing to report.
7. **DIRECTOR REPORT:** Director, Cathy Jorgenson, began her report by saying Ilene has worked very hard to make up a list of items, stating what information is public and what information is private, with help from Wayne, Deena. Cathy said she has many files to go through and she is making this her priority.
8. **CLOSE REGULAR MEETING and OPEN PUBLIC MEETING:** Chairman, Jim Rowles, moved to close public meeting. Jan Hamilton seconded it unanimous.
9. **DISCUSS APPROVING ADDITIONAL BOND PAYMENT:** Chairman, Jim Rowles, stated that he would like to see another payment on the state bond made while there are the funds to do this. Jan Hamilton seconded it. Unanimous.

10. CLOSE PUBLIC HEARING and OPEN REGULAR MEETING: Jim moved to close public hearing, James Jorgenson seconded it. Unanimous.
11. OPEN MEETING FOR DISCUSSION: Chairman, Jim Rowles, began by saying they had several small items to discuss. The new fraud assessment report from the state auditor office. Jim would like to see Vice Chair, James Jorgenson be in charge of this report. Jim went on to say that the Fifth District Court brought up the question of whether we want to pursue a protest from 1989 over the Kane Springs Surface Water. Jim stated he had drafted a letter that we would bail out and no longer wish to proceed. All Board members were in agreement so that is approved. Jim will sign it and make copies for everyone and the master will stay in the Board Correspondence file. Jim asked if there were any more items to discuss. Deena stated she would like to announce her retirement as of the end of May.
12. WATER MASTER REPORT: Wayne reported that for the month of January we pumped 1,303,711 gallons of water and that averages out to be 42,055 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 25th of February and will stuff envelopes on Monday March 2nd. Wayne stated he would be out of the office on February 26, 27, 28 this is the yearly rural water conference he has to attend for his license. Water Master's report accepted by all 5 board members.
13. Meet adjourned at 7:30 P.M.

Signed James A. Rowles Date 3/18/2020