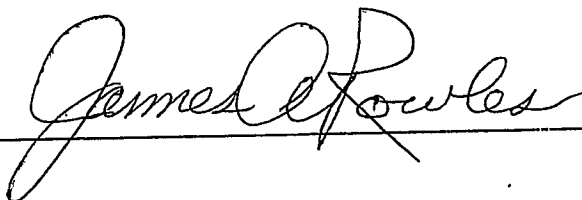


**DIXIE DEER SPECIAL SERVICE DISTRICT
ADMINISTRATIVE CONTROL BOARD MEETING MINUTES
OF WEDNESDAY MAY 15, 2020 at 7:00 P.M.**

1. **1. CALLED TO ORDER:** At 7:05 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) Deena Ellis; (Scribe) Susan Gudgell.
2. **2. OPENED REGULAR MEETING:** Chairman, Jim Rowles, opened regular meeting noted we have four Board members present. Welcomed Resident Guest June Rowles, Jim noted the remote phone is not working properly so we are unable to have our (Director) Cathy Jorgenson; in attendance at tonight's meeting. She is at home not feeling well. Wayne will make her a recording of tonight's meeting.
3. **3. CLERK'S REPORT:** Clerk, Jan Hamilton, began the Clerk's report by stating the financial report looked good except for the word suspense. Jan will call Tyson and ask him to explain it to her. Jim Rowles moved that the clerk's report be accepted Ilean seconded it. All in favor unanimous.
4. **4. TREASURER'S REPORT:** Treasurer, Ilean Despain, began the Treasurer's report by saying the General account has \$64,503.35, the Rural Development account has \$5,208.00, P.T.I.F. accounts have \$135,522.76 for a grand total of \$205,234.11. Jim Rowles moved that they accept the Treasurer's report Jan Hamilton seconded it. All in favor unanimous.
5. **5. PREVIOUS MONTH'S MINUTES:** Board members reviewed the minutes of the April 15, 2020 Board meeting. An addition to the minutes will state Cathy Jorgenson is on the phone as a remote attendee Jan Hamilton moved to accept the minutes, Ilean Despain seconded it. All in favor unanimous. Chairman, Jim Rowles, signed the minutes.
6. **6. VICE-CHAIR REPORT:** Vice Chair, James Jorgenson, Jim stated he had nothing to report.
7. **7. DIRECTOR REPORT:** Director, Cathy Jorgenson. Nothing to report.
8. **8. APPROVE WATER TANK INSPECTION:** Chairman, Jim Rowles, began the discussion by asking Wayne to report on the cleaning of the steel tank by Advanced Diving Services. Wayne stated they sealed around the hatch and put signs around the confined spaces. They vacuumed the dirt off of the bottom of the tank. Wayne said they took pictures of everything they did. Concrete Tank for now has been put on hold. The Board approved the cleaning of the steel tank. All in favor unanimous.

9. OPEN MEETING FOR DISCUSSION: Jim Rowles stated he would like to say Deena has been a long term asset to DDSSD first as a member of the Board and then she stepped into be our Admin Assistant. We very much want to thank you for your service and say that you will be sorely missed. We all hope you will enjoy your retirement. Jim went on to report the Board will be looking for a new person to clean the office. It will be advertised on Next Door. Sue will be replacing Deena as Admin Assistant. She will also remain as Scribe. All in favor unanimous.
10. WATER MASTER REPORT: Wayne reported that for the month of April we pumped 1,705,744 gallons of water and that averages out to be 56,858 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 May and will stuff envelopes on Friday the 28th of May.
11. Meet adjourned at 7:32 P.M.

Signed



Date

6-17-2020