

# DIXIE DEER SPECIAL SERVICE DISTRICT

## ADMINISTRATIVE CONTROL BOARD MEETING

MINUTES OF May 17, 2017


1. **CALL TO ORDER – PLEDGE OF ALLEGIANCE:** 7:00 P.M. – Meeting called to order by Jim Rowles and members and guests welcomed. Pledge of Allegiance to the Flag led by Jim Rowles. Members present: Jim Rowles, Willem Van Der Elst, Valerie Van Der Elst, James Jorgenson and Jan Hamilton. Employees: Wayne Gudgell and Deena Ellis. Scribe: Cathy Jorgenson. Guest: June Rowles
2. **OPEN REGULAR MEETING – JIM ROWLES**
3. **CLERK'S REPORT – JAMES JORGENSEN:** He has gone down the report and it looks good. Jim Rowles noted an increase in income from the hook-up water fees and an additional expense for the contractor putting in the water service (3). Depreciation is in the report although it is meaningless to us as a governmental agency.
4. **TREASURER'S REPORT – VALERIE VAN DER ELST:** Jim Jorgenson noted a minor discrepancy in a PTIF account, that a Zion account with \$4.89 was included whereas it should not have been done. That Zion Account has been kept should we ever have impact fees again. Deena said an officer with authority is required to move that money. It was decided to move that money to General Account. Jim Rowles to do this
5. **PREVIOUS MONTH MINUTES – JIM ROWLES:** Jim asked if the board members had reviewed the previous month's minutes. A motion was made by Jim Jorgenson to accept the minutes as written and 2<sup>nd</sup> by Valerie Van Der Elst. All in favor – 5 ayes.
6. **OPEN MEETING FOR DISCUSSION:** Local Election coming up: Valerie Van der Elst and Willem Van Der Elst board positions are up for election. If we end up with only 2 applicants then those two are automatically awarded the Board positions. In 2019 the other 3 seats will come up for election. Emilie Bott, previous Admin assistant, had gone through the past rapid turnover of board seats and identified that most of us were appointed to fill an empty position, or 2nd or 3rd, and finally she worked back to an elected individual. The monthly newsletter now has the Washington County Water Conservancy phone number to thank them for removing the lodge. The new Accountants have not yet billed us for their prior work, Deena to check on this.
7. **WATER REPORT – WAYNE GUDGELL:** Water use for April was 1,600,000 gallons/82,000 gallons a day. This is close to last year at this time and pretty close to the previous years. Four requests for the same blue stakes led him to look up state

53,000

law that will permit us to bill for repeated blue staking the same place. Two blue staking should be ok, but board to consider a fee at some point in repeated requests from a contractor. This is a new concept and should be addressed carefully. Water sample came back bacteria free, as usual. We have had 4 hook ups since December, more than in the last 7 years. Turned off water on a Mule Deer lot which had an outside leak.

8. **ADJOURNED: MOTION TO ADJOURN** – JIM ROWLES and 2<sup>ND</sup> by <sup>Willen</sup> ~~XXXXX (?)~~ 5 ayes.  
Meeting adjourned at 7:35 P.M.

SIGNED



DATE

6/21/2017