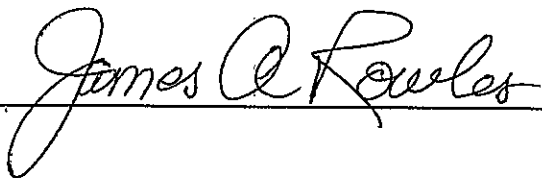


**DIXIE DEER SPECIAL SERVICE DISTRICT  
ADMINISTRATIVE CONTROL BOARD MEETING OF  
WEDNESDAY JANUARY 19, 2022, at 7:00 P.M.**

1. **CALLED TO ORDER:** At 7:00 P.M. (Chairman) Jim Rowles called the meeting to order. He then led us in the Pledge of Allegiance to the Flag. We have three Board members in attendance at tonight's meeting. (Chairman) Jim Rowles; (Clerk) Jan Hamilton; (Treasurer) Lauri Burris. Employees Present (Water Master) Wayne Gudgell; (Administrative Assistant) Susan Gudgell; (Scribe) Susan Gudgell.
2. **OPENED REGULAR MEETING:** (Chairman) Jim Rowles, opened regular meeting of the Administrative Control Board. He noted we have three Board members present at tonight's meeting. Welcomed Resident guest Delbert Long.
3. **CLERK'S REPORT:** Jan began her report by stating that we were over Budget on professional fees, and licenses and permits these were not part of the Budget, and they should have been. Jan went on to say that everything else looked good. The Board discussed making another State Bond Payment later in the year this would almost pay it off. (Chairman) Jim Rowles, moved that they accept the clerks report. (Treasurer) Lauri Burris, seconded it. All in favor. Unanimous.
4. **TREASURER'S REPORT:** (Treasurer) Lauri Burris, began her report by stating that the General account has (\$81,435.40), the Rural Development account has (\$5,148.00), the Cap. Imp Reserves account (\$37,588.40), the Utah Division of DW Reserves has (\$7,529.18), the 10yr Pmt. Reserves P.T.I. F. accounts have (\$77,322.48), P.T. I. F. total Accounts are (\$122,440.06). For a grand total of (\$209,023.46). (Chairman) Jim Rowles, moved that they accept the Treasurer's Report. (Clerk) Jan Hamilton, seconded it. All in favor. Unanimous.
5. **PREVIOUS MONTH'S MINUTES:** Board members reviewed the minutes of the January 19, 2022, Board meeting. (Clerk) Jan Hamilton, moved to accept minutes, (Chairman) Jim Rowles, seconded it. (Chairman) Jim Rowles, then signed the written approved minutes. All in favor. Unanimous.
6. **VICE-CHAIR REPORT:** Vacant
7. **DIRECTOR REPORT:** Vacant
8. **CHAIR TO DISCUSS EACH BOARD MEMBERS DESCRIPTIONS AND DUTIES AS A DRAFT FOR RESOLUTION AT FEBUARY MEETING:** (Chairman) Jim Rowles asked the Board members if they had reviewed the information on their individual duties. The Vice Chair and the Director will have a few new duties.

9. BOARD ELECTS OFFICERS FOR 2022. Jim Rowles will continue as (Chairman) of the Board. Jan Hamilton moved to elect Jim Rowles; Lauri Burris seconded it. Jan Hamilton will continue as (Clerk) Jim Rowles moved to elect Jan Hamilton; Lauri Burris seconded it. Lauri Burris will continue as (Treasurer). All in favor unanimous.
10. BOARD MEMBERS TO SIGN 'ETHICS SWEARAGE' TO UTAH CRITERIA. No information
11. BOARD TO APPROVE/DISAPPROVE WORKING AS INDEPENDENT CONTRACTORS FOR PAY. No information
12. DISCUSS NEXTDOOR ADS FOR 2 BOARD APPOINTEES. (Chairman) Jim Rowles stated that we could not post anything on next door until we have the (Vice Chairman's) resignation letter that we will be needing 2 more Board members.
13. OPEN MEETING TO DISCUSS ISSUES. A resident attended the meeting and asked if the Board would give them some relief on a high-water bill. They have been out of town and found they had a leak when they got home. The Board discussed this item and decided that they could help him. He was very grateful for their help.
14. ADMIN FLAGGED ACCIDENTAL CREDIT CARD USE. This issue was taken care of with a letter to the Board explaining the circumstance in which the card was used followed up with a check to replace the amount put on the card.
15. WATER MASTER REPORT: Wayne began his report by stating that last month they pumped (1,826,547) gallons of water and the daily average of (58,921). Wayne took a water sample to St. George it came back fine. Wayne stated that he had put the steel tank back online. Wayne went on to say last month he had done seven blue stakes. He went on to state that the leak on Pinion Circle is on our side and homeowners. We will get our side fixed and the homeowner will take care of their side. We will read meters on January 26<sup>th</sup> and stuff envelopes on January 31st.
16. ADJOURN REGULAR MEETING: Meeting was adjourned at 7:34 p.m.

Signed



Date

2/16/2022