

**DIXIE DEER SPECIAL SERVICE DISTRICT  
ADMINISTRATIVE CONTROL BOARD MEETING OF  
WEDNESDAY NOVEMBER 17, 2021, 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; (Vice Chair) James Jorgenson; (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. (Clerk); Jan Hamilton is not with us tonight she underwent some eye surgery today. Also (Director); Cathy Jorgenson is excused from tonight's meeting.
3. **CLERK'S REPORT:** (Chairman) Jim Rowles, will give Clerks report tonight. He began the report by stating that the financials looked good. (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 (\$93,532.62), the Rural Development account has (\$5,154.00), the Cap. Imp Reserves account (37,565.87), the Ut Division of DW Reserves has (44,964.42), the 10yr Pmt. Reserves P.T.I. F. accounts have (\$74,300.98), P.T. I. F total Accounts are (156,831.27). For a grand total of (\$255,517.89). (Chairman) Jim Rowles, moved that they accept the Treasurer's Report. (Vice Chairman) James Jorgenson, seconded it. All in favor. Unanimous.
5. **PREVIOUS MONTH'S MINUTES:** Board members reviewed the minutes of the October 20, 2021, Board meeting. (Chairman) Jim Rowles, moved to accept minutes, (Treasurer) Lauri Burris, seconded it. (Chairman) Jim Rowles, then signed the written approved minutes. All in favor. Unanimous.
6. **VICE-CHAIR REPORT:** Vice Chair, James Jorgenson has an item he would like to discuss, but he will wait until the meeting is opened for discussion.
7. **DIRECTOR REPORT:** Director; Cathy Jorgenson. Chairman Jim Rowles stated he had received Cathy's letter of resignation from the Board. Jim stated he would like to thank her for the time she did put in as a Board member. He went on to say he would put together a letter thanking her for performing her duties while on the Board.

8. OPEN MEETING TO DISCUSS ITEMS: (Vice Chairman) James Jorgenson asked about bill pay by phone. It was pointed out that it is not compatible with our billing software also discussed concerns about cyber security risks.
9. WATER MASTER REPORT: Wayne began his report by stating that last month they pumped (2,094,990) gallons of water and the daily average is (67,580). Wayne took a water sample to St. George it came back fine. Wayne stated the company who is going to paint the inside of the tank will be here on Friday. Wayne stated that they had a small leak in the chorine building. He thanked Jim for helping him repair it. Wayne went on to say that they had put in another new meter in on Valley View Road that will make number eight for this year. We will read meters on November 26<sup>th</sup> and stuff envelopes on December 1st.
10. CLOSE REGULAR MEETING and OPEN PUBLIC MEETING. At 7:23 p.m. the regular meeting was closed. At 7:24 p.m. the public meeting was opened.
11. ITEMIZE FINAL BUDGET 2022:
12. CLOSE PUBLIC MEETING and OPEN REGULAR MEETING: The public meeting was closed at 7:25 p.m. The regular meeting was reopened at 7:26 p.m.
13. ADJOURN REGULAR MEETING: Meeting was adjourned at 7:28 p.m.

Signed



Date

12/15/21