

**MINUTES OF THE UINTAH ANIMAL CONTROL AND SHELTER
SPECIAL SERVICE DISTRICT BOARD OF DIRECTORS MEETING
HELD ON MAY 10, 2024** at 4:00 p.m., in the Uintah County Building at 152
East 100 North, Vernal, Utah 84078.

BOARD MEMBERS PRESENT: Ed Long, Nile Mathisen, Debra Hamaker,
and Dan Olsen

VERNAL CITY STAFF PRESENT: Roxanne Behunin

STAFF PRESENT: Devin Cobb, Abbigayle Jackson, Donna Long and Colt
Atwood.

WELCOME: Debra Hamaker welcomed everyone to the meeting and the
pledge of allegiance was recited.

STANDING BUSINESS

**REQUEST FOR APPROVAL OF THE MINUTES FROM THE APRIL
MEETING:** Debra Hamaker asked if there were any comments, questions,
or concerns regarding the minutes from the meeting. The Board had no
concerns. ***Dan Olsen moved to approve the minutes as presented. Ed
Long seconded the motion. The motion passed with Dan Olsen, Nile
Mathisen, Debra Hamaker and Ed Long voting in favor.***

CLOSED SESSION

1. Discussion of the character, professional competence, or physical or
mental health of an individual.

Dan Olsen motioned for the meeting to be moved into a closed
session. Ed Long seconded the motion.

Ed Long Motioned to move the meeting out of a closed session. Dan
Olsen seconded the motion, and the meeting was moved back into

an open session. **Ed Long made a motion to officially appoint Devin Cobb the permanent full time Executive Director of Uintah Animal Shelter. Dan Olsen seconded the motion. The motion was passed with the following roll call vote:**

Dan Olsenaye;
Ed Long..... aye:
Nile Mathisen.....aye
Debra Hamaker.....aye.

PUBLIC BUSINESS

Public Business- including public comments will be limited to 5 minutes each, unless otherwise specified.

- 1. Request to set date and time for Public Hearing for 1st Budget Re-Opener FY 2024- (5 min) Devin Cobb recommended June 14, 2024, for public hearing to adjust budget. **Dan Olsen motioned for the meeting to be held on June 14, 2024, at 4:30 P.M. Nile Mathisen seconded this motion. The motion passed with the following roll call vote:**

Dan Olsenaye;
Ed Long..... aye:
Nile Mathisen.....aye
Debra Hamaker.....aye.

- 2. **Discussion Only-** A Job Career Lattice or Ladder Program for District. (5 min)- The board discussed implementing a career ladder program to encourage employees to gain more training and certifications in their area of work.

POLICY AND LEGISLATION

1. Review and approval of service Missionary Volunteer Memorandum of Understanding with The Church of Jesus Christ of Latter-Day Saints. (5 min)- Devin Cobb disused having volunteers from the church participate in volunteer work at the shelter under the Just Serve program. ***Dan Olsen moved to approve this motion, Ed Long seconded this motion and it passed with the following roll call vote:***

Dan Olsenaye;

Ed Long..... aye:

Nile Mathisen.....aye

Debra Hamaker.....aye.

MANAGEMENT AND COIMMITEE REPORTS

TREASURER REPORT-: Dan Olsen read the treasures report as follows; at the end of April 30th in the Zions bank account there was \$65,587.66, in the PTIF (regular) there was \$840,315.44. In the PTIF (Capital Projects) there was \$213,555.79 for a total of \$1,119,458.89. On 04/01/24 there was a withdrawal in the amount of 75,000 from the PTIF and was deposited into Zions Bank. On 04/01/24 there was a mineral lease deposit to the PTIF (regular) in the amount of \$83,333.33. Interest was earned in the PTIF (regular) in the amount of \$3745.21. PTIF (Capital Projects) reinvestment in the amount of \$951.81. Dan Olsen also stated the current PTIF interest rate was 5.4469%.

MONTHLY PAYMENT APPROVAL REPORT-: The Board reviewed the report and had no comments. ***Nile Mathisen moved to approve the report. Ed Long seconded the motion. The motion passed with the following roll call vote:***

Ed Long..... aye:

Nile Mathisen.....aye

Debra Hamaker.....aye.

FINACIAL STATEMENT: - March 2024 The board had no comments.

DRAFT FINACIAL STATEMENT: - April 2024- The board had no comments.

ANIMAL CONTROL STATISTICS-: The new colt that the shelter acquired, and its conditions were discussed. Colt Atwood introduced Donna Long, the new animal control officer to the board.

SHELTER STATISTICS-: Devin Cobb discussed getting dogs moved out on rescue. Devin also mentioned Christina Williams is officially retired. Best Friends Animal Society sponsored all adoptions for the month of April to help get animals moved out of the shelter.

DISTRICT ACTIVITIES REPORT-: Vernal City repaired the boiler in the isolation building, they also ordered a new motor for air circulation system in the main shelter building. The Animal Control Officer position was filled by Donna Long.

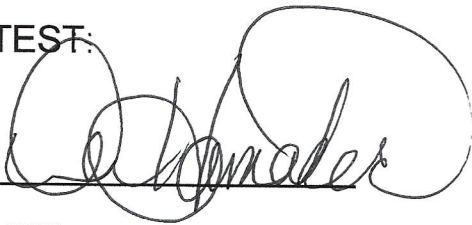
MISCELLANEOUS ADMINISTRATIVE UPDATES & REPORTS:

BOARD DISCUSSION

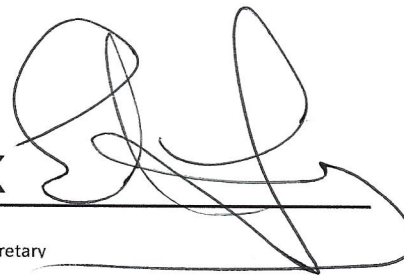
1. Miscellaneous Administrative Updates & Reports: - Devin Cobb discussed claims made against the shelter on social media regarding diseases.

ADJOURN: There being no further discussion, ***Nile Mathisen*** moved to ***adjourn the meeting.*** ***Ed Long*** seconded the motion. The motion passed with a unanimous vote, and the meeting was adjourned.

ATTEST:

X 

Chair-person

X 

Secretary