

North Utah Valley Animal Services Special Service District  
Pending Monthly Board Meeting Minutes  
May 30<sup>th</sup>, 2024  
87 East 100 South, Pleasant Grove, Utah 84062

**BOARD MEMBERS PRESENT:**

American Fork- Stuart Fore  
Cedar Hills- Chandler Goodwin  
Highland- Scott Smith  
Lindon- Orlando Ruiz  
Orem- Kris Pease  
Pleasant Grove- Carl Nielson  
Saratoga Springs- Owen Jackson  
Utah County- Steve Alder  
Utah County Sheriff's Office- Yvette Rice  
Vineyard- Don Overson

**MEMBERS ABSENT:**

Alpine-  
Eagle Mountain- Tara Freeman  
Lehi- Chad Ray  
Utah County-

**OTHERS PRESENT:**

Director- Tug Gettling  
Legal Counsel- Laramie Merritt  
Minutes- Janeen Olson

**OTHERS ABSENT:**

**OPEN THE MEETING:**

1. Welcome and Introductions: Chair Yvette Rice opened the Board of Directors Meeting at 10:05 a.m., welcoming everyone in attendance and expressed appreciation to Carl and Pleasant Grove City for hosting it.
2. Prayer/Thought- Offered by Laramie Merritt

**WORK SESSION ITEMS:**

1. No Items.

**PUBLIC HEARING ITEMS:**

1. No Items.

**GENERAL MEETING ITEMS:**

1. **Public Comment-** Yvette stated that although we don't have any public comment scheduled today, she expressed appreciation for their partnership and willingness to attend and show an interest in our shelter. Caroline Fox, Karen McCoy, and Tom Sinnott were in attendance.
2. **Review and Approve Minutes from the April 25th, 2024, North Utah Valley Animal Services Special Service District (NUVASSD) Board of Directors Meetings-** Owen Jackson moved to approve the Minutes, Scott Smith seconded the motion, all were in favor and the motion carried.
3. **Financial Report-** Tug advised in regard to the Monthly Check Register, our largest amounts are for the utilities which is very ordinary, although at least for a few more weeks we are not experiencing either too cold or too hot of temperatures so not costing as much but that will change soon. He also noted some of supply expenses are larger, those are for the animal medications which is also normal. Moving on to the Monthly Financial Statement, with 91.2% of the year past it puts us in the final stretch, we are above by exactly one percentage in the income and below in expenses at 77.9%, both of which is where we want to be. Tug pointed out there are still some things that are billed out once a year and some line items that are lower for example under Expense- Professional & Technical Services we

are at 28%, some of the invoices are still pending once those are paid it will bring us up to where we thought we would be. Tug noted that Supplies- Medicines & Vaccines is a few percentages above so we will watch that and see where that ends up with this last month. As a reminder, he pointed out we put \$60,000 into the Capital Outlay, \$10,000 towards building the amount up, \$25,000 for the air handler unit and another \$25,000 towards the roof replacement. Owen clarified what amount and time frame we need to have in that account? Tug advised by 2025, \$200,000 and we are there. He also confirmed for Laramie that the income for retail sales is zero and that although we have not purchased microchips in a while, he did have that discussion with his staff this morning about ordering more.

**4. Shelter Progress Report- Tug Gettling**

- The new air handler unit has been installed and is working well. It did require replacing some of the roof around the unit, a crane was utilized as well as electricians and plumbers for installation. He advised the initial quote of \$34,000 held true, the initial cost was around \$17,000 for the unit with installation and labor added.
- Personnel- we are trying to fill one full time and three part time positions; this tends to be the season we historically lose some due to graduation and individual moving on.
- We have about 30% more dogs and 20% more cats than last month. Luckily our cat numbers have not exploded yet, we are grateful for that, but we still anticipate that happening. Tug advised we are still getting a lot of dogs in, noting that over the last weekend we received 16 dogs, 5 cats, 5 rabbits, and 2 chickens while we were closed. However, the following workday we had a stellar day and released 36 animals that day. A short conversation was had about chickens, peacocks, and what is considered livestock which should be taken to the south shelter. Tug requested Laramie look into the ordinances and clarify so we are sure we are abiding by what that means.
- Tug advised they are working on finishing off the year good, working on some new proposals to pitch to the group at a later date. He also requested the group to verify the contact information on the handout he sent around.
- He advised we are still working with rescue groups and just added a new one from down near St George that came and rescued a blind pit bull we had.
- Tug wanted to thank and acknowledge Kris for all his work on the donations that he brings for the shelter. He advised he will wait until they are almost out of food before purchasing, because a lot of the time Kris will show up with a truck load, which is greatly appreciated and saves us money. Kris was asked who donates and the process? He advised the longest and most difficult part was getting in touch with the right person and getting through the red tape, once he was connected with those individuals the process goes a lot easier. He now has a set day to go pick up from one, and the other he places calls to each day he is on shift to see if they have something for him to pick up, currently he is gathering donations from the COSTCO & Walmart in Orem.

**5. Other business-** Tug reminded everyone the next meeting which is the night meeting will be in a different room, it is tentatively set for the Pleasant Grove Fire Department Conference Room, which is on the south side of this building. He is working with Carl to confirm that and will make the adjustments on the public notice sites prior, Carl advised he will also post signage as well. Yvette also reminded everyone we will need a quorum to ratify the Budget so if you can't make it if you are available by phone please do so.

**6. Adjourned-** Chair Yvette Rice adjourned the meeting at 10:23 a.m.

**CLOSED DOOR SESSION:**

1. No items

Next Meeting: June 27th, 2024 @ 06:00 p.m.