MINUTES OF THE UINTAH ANIMAL CONTROL AND SHELTER SPECIAL SERVICE DISTRICT BOARD OF DIRECTORS MEETING HELD ON November 15, 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

STAFF PRESENT: Devin Cobb, Lynett Piep, Abbigayle Jackson 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 OCTOBER 11, 2024 MEETING: Debra Hamaker asked if there were any comments, questions, or concerns regarding the minutes from the meeting. The Board had no concerns. ***Ed Long moved to approve the minutes as presented. Dan Olsen seconded the motion. The motion passed with Olsen, Mathisen, Hamaker, Long, and Mathisen voting in favor.***

Dan Olsen ....aye;

Nile Mathisen.................................aye;

Debra Hamaker..............................aye;

Ed Long..aye.

REQUEST FOR APPROVAL OF THE QUOTE FOR THE NEW ANIMAL CONTROL TRUCK-: Devin Cobb presented the board the quotes he received for the new pickup truck for review. The board approved the purchase of the new Ford F250 from Heritage Auto. ***Dan Olsen motioned to approve. Nile Mathisen seconded the motion. The motion passed unanimously with Olsen, Hamaker, Long, and Mathisen voting in favor.***

REQUEST FOR THE APPROVAL THAT THE OLD FILE CABINETS IN THE CONNEX BE DECLARED SURPLUS AND BE DISPOSED OF-: The board discussed the disposal of the filing cabinets. The board concluded discarding them at the shelter's discretion. ***Ed long motioned to approve. Nile Mathisen seconded. The motion passed unanimously with Olsen, Hamaker, Long, and Mathisen voting in favor.***

REQUEST FOR APPROVAL THAT THE OLD HORSE TRAILER BE DECLARED SURPLUS AND DISPOSED OF-: The board discussed options on disposing of the trailer. The board decided it would be in the best interest of the shelter to place the trailer on the public auction website. ***Nile***

Mathisen motioned to approve. Ed Long seconded. The motion passed with Olsen, Hamaker, Long, and Mathisen voting in favor.

PUBLIC BUSINESS

Presentation of the Tentative Budget FY 2025

a. **COLA FY 2025-** Devin Cobb discussed the changes he has made to the tentative budget. He implemented a cost of living raise of 3.5%.
b. **Personal Costs-** A pay per performance raise of up to 2.0% was also discussed.
c. **Renewal Plan FY 2025 Vision Plan-** Lisa Gallager discussed the change from Opticare because of them declaring bankruptcy. The board discussed the options she supplied from other companies that offer similar coverage and cost. The board concluded to approve the change from Opticare to PEHP. ***Dan Olsen moved to make this change. Nile Mathisen seconded. The motion passed with the following roll call vote:***

Dan Olsen ....aye;

Ed Long.......................................aye;

Nile Mathisen................................aye;

Debra Hamaker..............................aye;

Request for motion to set date and time for public hearing on budget FY 2025-: The board discussed the date December 13th and planned it for 4:30 P.M.

Request for motion to set date and time for public hearing on 2nd budget re-opener FY 2025-: The board discussed the date December 13th and planned it for 4:30 P.M.

4:15 pm Scheduled meeting with Best Friends Animal Society (BFAS) -: Caitlyn Lisle discussed BFAS concerns with the Uintah shelter. Concerns over the Panleukopenia outbreak were discussed and possible solutions. Caitlyn offered to hold a staff training session for all shelter staff on proper cleaning protocols.

MANAGEMENT & COMMITTEE REPORTS

TREASURER REPORT-: Dan Olsen read the treasurer report as follows; at the end of October 2024, in the Zions Bank account there was $72,059.68. In the PTIF (Regular) there was $939,653.53. In the PTIF (Capital Projects) there was $219,374.36, for a total of $1,231,187.57. On 10/01/24 there was a Mineral lease deposit to the PTIF (Regular Account) in the amount of $83,333.33. On 10/01/24 there was a withdrawal in the amount of $75,000.00. from the PTIF, which was deposited into Zions Bank.

On 10/30/24 the PTIF Capital Projects received a reinvestment dividend in the amount of $934.62. Dan also stated the current PTIF interest rate was 5.0377%.

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

Dan Olsen ....aye;

Nile Mathisen................................aye;

Debra Hamaker.............................aye;

Ed Long......................................aye.

FINACIAL STATEMENT SEPTEMBER 2024-: The board reviewed the statement and had a few concerns over outstanding checks that have not been deposited. Devin Cobb stated he would follow up with Carl Morton and these checks. The board had no further questions. ***Dan Olsen motioned to approve. Ed Long seconded the motion. The motion with the following roll call vote:***

Dan Olsen ....aye;

Nile Mathisen................................aye;

Debra Hamaker.............................aye;

Ed Long......................................aye.

DRAFT **FINANCIAL STATEMENT OCTOBER 2024-:** The board reviewed the draft statement and had no concerns.

ANIMAL CONTROL STATISTICS-: Colt Atwood discussed a cat hoarding situation that Animal Control has been mitigating. Colt also discussed the amount of estray livestock calls they've received this month. In total Animal Control took 260 calls for service. During the month 43 dogs were impounded, 39 cats, 1 bearded dragon and 22 livestock impounds. Deb Hamaker had concerns over identifying livestock. The proper protocols for this were discussed.

SHELTER STATISTICS-: The shelter received 143 stray animals, 7 animals for surrender, 4 who were surrendered for euthanasia. Euthanasia statistics for felines are up from the Panleukopenia outbreak. The shelter also had 56 or more visitors.

DISTRICT ACTIVITIES REPORT-: The shelter switched to a paperless timeclock. The construction/updates happening at the shelter have finished. Animal control acquired a new horse trailer. The new outdoor kennels were delivered and set up. The shelter signed a new MOU with Chesapeake Bay Retriever Relief and Rescue, Numerous animals were rescued by 501c3 rescues.

MISCELLANEOUS ADMINISTRATIVE UPDATES & REPORTS: None

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

ATTEST:

X

Chair-person

X

Secretary