NEW HARMONY VALLEY SPECIAL SERVICE DISTRICT

ADMINISTRATIVE CONTROL BOARD MEETING

April 16, 2025

KOLOB FIRE STATION
1388 South Old Hwy 91
7:00PM

Meeting Minutes

I. Meeting Called to Order: Pat Fleckenstein

a. The meeting was called to order at 7.03 pm.

II. Pledge of Allegiance: By Invitation.

III. Attendance: Cathye Huckaby.

a. Board Members Present: Pat Fleckenstein Chairperson; Vice Chairperson; John Southwick, Treasurer; Eric Kerns, Member; Tim Beam, Member; Cathye Huckaby, Board Clerk/Office Manager.
b. Board Members Absent: Ryan Frisby.
c. Harmony Valley Fire Department: Fire Chief Jim Banks.
d. Fire Association: Tamra Banks, Member, Mary Ellen Southwick.

IV. Reading and Approval of Previous ACB Meeting Minutes: Pat Fleckenstein.

a. March 19, 2025, meeting minutes were emailed to each Administrative Control Board (ACB) member prior to the meeting. Each member of the ACB had a chance to review the minutes and make suggested changes. No changes were requested (See Attached).

Motion: A motion was made by Eric Kerns that the ACB Meeting Minutes for March 19, 2025, be approved as reviewed. John Southwick seconded the motion. Motion carried unanimously by all present.

V. The Oath of Office to Tim Beam: Cathye Huckaby.

a. The Oath of Office was administered to newly appointed Board Member Tim Beam by Cathye Huckaby, Board Clerk (See Attached). He then took his seat on the Board.

VI. Financial Report: John Southwick/Cathye Huckaby.

a. NHVSSD Balance Sheet dated as of 4-15-2025, was reviewed (See Attached).
b. NHVSSD Budgets vs Actuals FY 2025; January – December 2025, as of 4-15-2025 was reviewed (See Attached).
c. NHVSSD Expense Report from 03-01-25 to 4-15-25 was reviewed (See Attached).

d. WCF would like to know if the NHVSSD has light duty assignments? A formal policy needs to be written.
e. When need a person to take over the Webpage.

XII. Fire Association Reports: Tamra Banks.

a. The date for this year's pancake breakfast will be May 3, 2025.
b. Community Clean-up will be 5-31-25.

XIII. Community Remarks:

a. No community remarks.

XIV. Meeting Adjourned: Pat Fleckenstein

a. Meeting Adjourned

Motion: John Southwick made a motion to adjourn the ACB Meeting. Eric Kerns seconded the motion. Motion carried unanimously by all present. Meeting adjourned.

Institution is prohibited from discriminating on the basis of race, color, national origin, age, disability, religion, sex, familial status, sexual orientation, and reprisal. (Not all prohibited bases apply to all programs.) To file a complaint of discrimination, write USAD, Assistant Secretary for Civil. Rights Office of the Assistant Secretary for Civil Rights 1400 Independence Avenue, S.W., Stop 9410 Washington, DC 20250-9410 Or call tool-free at (866) 632-9992 (English) or (800) 877-8339 (TTD or (866) 377-8642 (English Federal-relay) or (800) 845-6136 (Spanish Federal-relay). USDA is an equal
opportunity provider and employer."

Attachments:
Agenda 4-16-25
Utah Public Notice of Meeting 4-15-25, 4-23-2025
NHVSSD Public Sign-in Sheet 4-16-25
ACB Meeting Minutes 3-19-25
Oath of Office Time Beam 4-16-2025
NHVSSD Balance Sheet as of 4-15-2025
NHVSSD Budget vs Actuals January – December 2025 as of 4-15-25
Expense Report 3-1-2025 – 4-15--205

NEW HARMONY VALLEY SPECIAL SERVICE DISTRICT
Administrative Control Board Hearing
April 16, 2025
7:00pm

KOLOB FIRE STATION
1388 South Old Hwy 91

Agenda

I. **Open Meeting: Pat Fleckenstein**

II. **Pledge of Allegiance: By Invitation**

III. **Attendance: Cathye Huckaby.**

IV. **Oath of Office Tim Beam: Cathye Huckaby**

V. **Review/Approval of Meeting Minutes: Pat Fleckenstein**

VI. **Financial Reports: John Southwick/Cathye Huckaby.**
- **Balance Sheet.**
- **Budget vs Actuals.**
- **Expenditures.**

VII. **Chairperson Report: Pat Fleckenstein**

VIII. **Fire Mitigation and Prevention: John Southwick**

IX. **Board Member Report: Board**

X. **Fire Chief Report: Jim Banks**

XI. **Report Office Manager: Cathye Huckaby**

XII. **Fire Association Reports:**

XIII. **Community Remarks:**

XIV. **Meeting Adjourned:**

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Public Notice Updated for New Harmony Administrative Control Board

From <support@helpdesk.utah.gov>
To <cathye.huckaby@newharmonyfire.org>
Date 2025-04-15 12:13

Utah Public Notice

Revised Notice

New Harmony Administrative Control Board

New Harmony Valley Special Service District Administrative Control Board Meeting

Notice Date & Time: 4/16/25 7:42 PM -4/16/25 8:30 PM

Description/Agenda:

NEW HARMONY VALLEY SPECIAL SERVICE DISTRICT
Administrative Control Board Hearing
April 16, 2025
7:00pm

KOLOB FIRE STATION
1388 South Old Hwy 91

Agenda

I. Open Meeting: Pat Fleckenstein

II. Pledge of Allegiance: By Invitation

III. Attendance: Cathye Huckaby.

IV. Oath of Office Tim Beam: Cathye Huckaby

V. Review/Approval of Meeting Minutes: Pat Fleckenstein

VI. Financial Reports: John Southwick/Cathye Huckaby.
- Balance Sheet.
- Budget vs Actuals.
- Expenditures.

VII. Chairperson Report: Pat Fleckenstein

VIII. Fire Mitigation and Prevention: John Southwick

IX. Board Member Report: Board

X. Fire Chief Report: Jim Banks

XI. Report Office Manager: Cathye Huckaby

XII. Fire Association Reports:

XIII. Community Remarks:

XIV. Meeting Adjourned:

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Notice of Special Accommodations:

NOTICE OF SPECIAL ACCOMMODATION DURING PUBLIC MEETINGS In compliance with the Americans with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during this meeting should notify Cathye Huckaby at 435 767-1893

Notice of Electronic or telephone participation:

NA

Other information:

Location:

1388 S. old Hwy 91, New Harmony , 84757

Contact information:

Cathye Huckaby , cathye.huckaby@newharmonyfire.org, (435)767-1893

To stop receiving email notifications for this public body, please click this link:

Unsubscribe

Public Notice for New Harmony Administrative Control Board

From <support@helpdesk.utah.gov>
To <cathye.huckaby@newharmonyfire.org>
Date 2025-04-13 14:46

Utah Public Notice

New Harmony Administrative Control Board

New Harmony Valley Special Service District Administrative Control Board Meeting

Notice Date & Time: 4/16/25 7:42 PM -4/16/25 8:30 PM

Description/Agenda:

To be announced.

Notice of Special Accommodations:

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Notice of Electronic or telephone participation:

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Location:

1388 S. old Hwy 91, New Harmony , 84757

Contact information:

Cathye Huckaby , cathye.huckaby@newharmonyfire.org, (435)767-1893

To stop receiving email notifications for this public body, please click this link:

Unsubscribe

NHI/SSD - ACB Meeting 4-16-25

Attendance

MaryEllen Southwick

It's us again! ☺

NEW HARMONY VALLEY SPECIAL SERVICE DISTRICT

ADMINISTRATIVE CONTROL BOARD MEETING

March 19, 2025

KOLOB FIRE STATION
1388 South Old Hwy 91
7:00PM

Meeting Minutes

I. Open Hearing: Ryan Frisby.

a. The meeting was called to order at 7:02 pm.

II. Pledge of Allegiance: By Invitation.

III. Attendance: Cathye Huckaby.

a. Board Members Present: Pat Fleckenstein Chairperson, via telephone; Ryan Frisby. Vice Chairperson; John Southwick, Treasurer; Eric Kerns, Member; Cathye Huckaby, Board Clerk/Office Manager.
b. Board Members Absent: N/A
c. Harmony Valley Fire Department: Fire Chief.
d. Fire Association: Tamra Banks, Member.

IV. Reading and Approval of Previous ACB Meeting Minutes – Eric Kerns.

a. March 19, 2025, meeting minutes were emailed to each Administrative Control Board (ACB) member prior to the meeting. Each member of the ACB had a chance to review the minutes and make suggested changes. No changes were requested (See Attached).

Motion: A motion was made by Eric Kerns that the ACB Meeting Minutes for March 19, 2025, be approved as reviewed. John Southwick seconded the motion. Motion carried unanimously by all present.

V. Financial Report: John Southwick/Cathye Huckaby.

a. NHVSSD Balance Sheet dated as of 3-18-2025, was reviewed (See Attached).
b. NHVSSD Budgets vs Actuals FY 2025; January – December 2025, as of 3-18-2025 was reviewed (See Attached).
c. NHVSSD Expense Report from 01-01-25 to 3-18-25 was reviewed (See Attached).

Motion: Eric Kerns made a motion that the financial reports be approved as reviewed and discussed. John Southwick seconded the motion. Motion carried unanimously by all.

VI. Vacancy On the NHVSSD-ABC Behind Chairperson Huckaby's Position: Cathye Huckaby.

a. All legal notifications have been satisfied. Notices were posted in the following place:
   - Spectrum Newspaper.
   - New Harmony Post Office.
   - Utah Public Website.
   - Facebook.

b. The application deadline was March 7, 2025. One person responded. Mr. Timothy Beam submitted his resume (See Attached). His resume was accepted and reviewed by the Board. Mr. Beam is a well-known member of the community. He is known to be honest and trustworthy. He has held several leadership positions and is a retired law enforcement officer.

c. Eric Kerns called for a vote to appoint Timothy Beam as the newest member of the NHVSSD- ACB

Motion: Eric Kerns made a motion to appoint Timothy Beam as the newest member of the NHVSSD-ACB. Mr. Beam will serve out the remainder of the term left vacant by Chairperson Huckaby's passing. John Southwick seconded the motion. Motion carried unanimously by all present.

VII. Fire Mitigation and Prevention: John Southwick.

a. John has put together a committee. Their first meeting will be in April. The date is yet to be determined.

b. The county will be providing chipping services for the community once again. John is working with the county to schedule the dates earlier in the spring compared to past seasons.

c. John wants to add "Ready Set Go" to the HVFD Webpage.

VIII. Chairperson Report: Pat Fleckenstein.

a. Pat is working on catching up by reviewing Clay's files and meeting with Cathye Huckaby. He is focusing on the road project with the Church and the County. He has reviewed the emails from the PRI Church Rep. Aaron Wright.

b. Pat researched the FEMA mandates to see if anything urgent was being missed and it appears the district is in compliance.

c. Pat also met with Scott Messel from the Washington County Develop Planning Committee. They spoke about the Iron County development project and the impact it would have on the district.

d. Pat will be meeting with the Washington County Commissioners on April 9, 2025. In addition, he will be attending the Water Distrcits Meeting March 28, 2025.

IX. Board Member's Report:

a. It was suggested to follow-up with Chief Barlow and confirm he is not interested in writing grants for a fee.

X. Fire Chief's Report: Jim Banks.

a. The Department of Natural Resources Fuels Mitigation Meeting will be held on April 26, 2025. We need to get the word out.
b. The Chief was able to sale the donated Zion Engine to Utah Elsinore Fire Department for $25,000. This was a win for each department.
c. Thank you to the Fire Association for a wonderful Appreciation dinner.
d. The New truck is scheduled to arrive towards the end of May this year.

XI. Office Manager's Report: Cathye Huckaby.

a. The 2025 Budget has been accepted by the Office of the State Auditor.
b. The year-end reports are currently being prepared.
c. The yearly Utah Gov. Trust Insurance questionnaire audit has been submitted.
d. We have incurred our 1st workers compensation injury. John Wray was injured while responding to a vehicle fire and is receiving treatment. The incident was witnessed by several other members of the department. He will need surgery this May.
e. The district finally got our VISA card credit raised to $5000.

XII. Fire Association Reports: Tamra Banks.

a. The Volunteer Recognition Dinner was well attended March 8, 2025.
b. Volunteers are working on the Comanche Trail funded by the township.
c. The anticipated date for this year's pancake breakfast will be May 3, 2025.

XIII. Community Remarks:

a. No community remarks.

XIV. Meeting Adjourned: Ryan Frisby

a. Meeting Adjourned 7:58pm.

Motion: John Southwick made a motion to adjourn the ACB Meeting. Ryan Frisby seconded the motion. Motion carried unanimously by all present. Meeting adjourned.

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opportunity provider and employer."

Attachments:
Agenda 3-15-25
Utah Public Notice of Meeting 12-25-25, 3-15-25
Affidavit of Publications LocaliQ, Nevada/Utah – Spectrum Newspaper

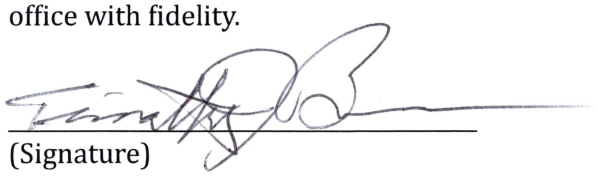
Notice of Legal Publication- Spectrum
NHVSSD Public Sign-in Sheet 3-19-25
ACB Meeting Minutes 3-18-2025
NHVSSD Balance Sheet as of 3-18-2025
NHVSSD Budget vs Actuals January – December 2025 as of 3-18-25
Expense Report 1-1-2025 - 3-18-205
Resume of Timothy Beam

Oath of Office

County of Washington, State of Utah

New Harmony Valley Special Service District-
Administrative Control Board Member

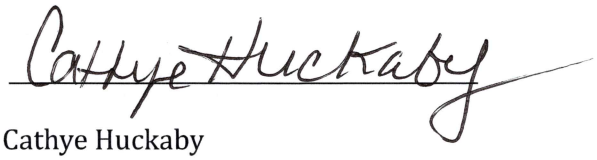
I, Timothy Beam, do solemnly swear that I will support, obey, and defend the Constitution of the United States and the Constitution of the State of Utah and that I will discharge the duties of my office with fidelity.



(Signature)

Subscribed and sworn to before me this 16 day of Apil 2025

NHVSSD Clerk – Cathye Huckaby

By 

Cathye Huckaby

New Harmony Valley Special Service District Clerk

Balance Sheet

New Harmony Valley Special Service District

As of April 15, 2025

DISTRIBUTION ACCOUNT	TOTAL
Assets	
Current Assets	
Bank Accounts	
Loan Escrow Account - Fire Truck	566,000.00
State Bank - Building Fund	577.46
State Bank - Capital Projects	0.48
State Bank - Contingency Fund	38,621.08
State Bank - General Fund	138,605.22
State Bank - Impact Fees	254,874.45
Total for Bank Accounts	**$998,678.69**
Accounts Receivable	
Other Current Assets	
Due from other governments	14,694.79
Uncategorized Asset	-1.00
Total for Other Current Assets	**$14,693.79**
Total for Current Assets	**$1,013,372.48**
Fixed Assets	
General Fixed Assets	$240.00
Buildings and Improvements	380,101.17
Emergency Vehicles	361,334.00
Land	8,750.00
Machinery and Epuipment	132,621.40
Total for General Fixed Assets	**$883,046.57**
Total for Fixed Assets	**$883,046.57**
Other Assets	
Construction in Progress	-1.00
Total for Other Assets	**-$1.00**
Total for Assets	**$1,896,418.05**
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable	
*Accounts Payable	93.11
Total for Accounts Payable	**$93.11**
Credit Cards	
Other Current Liabilities	
Accounts Payable	
Accrued Interest Payable	
Total for Other Current Liabilities	**0**

Balance Sheet

New Harmony Valley Special Service District

As of April 15, 2025

DISTRIBUTION ACCOUNT	TOTAL
Total for Current Liabilities	**$93.11**
Long-term Liabilities	
2023 Bond B2406 Fire Truck	566,000.00
General Long-Term Debt	0
CIB Lease	
USDA - 1	
USDA - 2	
Total for General Long-Term Debt	**0**
Total for Long-term Liabilities	**$566,000.00**
Total for Liabilities	**$566,093.11**
Equity	
Retained Earnings	963,622.52
Net Income	49,895.64
Amount to be Provided for GLTD	-566,000.00
Investment in Fixed Assets	882,806.78
Opening Bal Equity	
Total for Equity	**$1,330,324.94**
Total for Liabilities and Equity	**$1,896,418.05**

New Harmony Valley Special Service District

Budget vs. Actuals: Budget_FY25_P&L - FY25 P&L

January - December 2025

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
Charge for Services	8,375.17	7,500.00	875.17	111.67 %
Contribution from Fund Balance		43,660.00	-43,660.00	
Donations		500.00	-500.00	
Grants		10,000.00	-10,000.00	
Impact Fee Revenue	8,850.00	30,000.00	-21,150.00	29.50 %
Property Tax	46,099.70	158,830.00	-112,730.30	29.02 %
Total Income	**$63,324.87**	**$250,490.00**	**$ -187,165.13**	**25.28 %**
GROSS PROFIT	**$63,324.87**	**$250,490.00**	**$ -187,165.13**	**25.28 %**
Expenses				
Administration	275.91	2,000.00	-1,724.09	13.80 %
Accounting (HintonBurdick)	3,000.00	12,000.00	-9,000.00	25.00 %
Chief Banks	2,000.00	12,000.00	-10,000.00	16.67 %
Office Manager	2,595.00	12,000.00	-9,405.00	21.63 %
Total Administration	**7,870.91**	**38,000.00**	**-30,129.09**	**20.71 %**
Call out reimbursement	11,040.00	25,000.00	-13,960.00	44.16 %
Contracted Services	635.00	11,000.00	-10,365.00	5.77 %
Drug Testing	60.00	0.00	60.00	
Lexipol	3,929.09	0.00	3,929.09	
Total Contracted Services	**4,624.09**	**11,000.00**	**-6,375.91**	**42.04 %**
Debt Service		33,000.00	-33,000.00	
Election Costs		5,000.00	-5,000.00	
Emergency Medical Response		3,500.00	-3,500.00	
Insurance		15,000.00	-15,000.00	
Liability Insurance		0.00	0.00	
Workers Comp	982.00	0.00	982.00	
Total Insurance	**982.00**	**15,000.00**	**-14,018.00**	**6.55 %**
Misc		2,500.00	-2,500.00	
Operations Maintenance & Repair	29.98	25,000.00	-24,970.02	0.12 %
Equipment Repair	3,227.77	0.00	3,227.77	
Fuel	1,071.07	0.00	1,071.07	
Total Operations Maintenance & Repair	**4,328.82**	**25,000.00**	**-20,671.18**	**17.32 %**
Purchase of Fixed Assets		5,000.00	-5,000.00	
Safety Equipment	385.33	20,000.00	-19,614.67	1.93 %
Helmets	303.62		303.62	
Other	0.00	0.00	0.00	
Total Safety Equipment	**688.95**	**20,000.00**	**-19,311.05**	**3.44 %**
Station Supplies	10.63	8,000.00	-7,989.37	0.13 %
Bay Station Supplies	539.50	0.00	539.50	
Office Supplies	282.79	0.00	282.79	
Printing	161.60	0.00	161.60	
Total Office Supplies	**444.39**	**0.00**	**444.39**	

New Harmony Valley Special Service District

Budget vs. Actuals: Budget_FY25_P&L - FY25 P&L

January - December 2025

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Total Station Supplies	**994.52**	**8,000.00**	**-7,005.48**	**12.43 %**
Training	4,040.00	10,000.00	-5,960.00	40.40 %
Fire School	2,384.00	0.00	2,384.00	
Total Training	**6,424.00**	**10,000.00**	**-3,576.00**	**64.24 %**
Travel, Meals, Mileage		1,500.00	-1,500.00	
Hotels	253.00	0.00	253.00	
Meals	378.55	0.00	378.55	
Total Travel, Meals, Mileage	**631.55**	**1,500.00**	**-868.45**	**42.10 %**
UTILITIES	260.00	10,400.00	-10,140.00	2.50 %
Gas and Electric	1,286.51	0.00	1,286.51	
Internet Access	735.25	0.00	735.25	
Waste Dumpster	312.87	0.00	312.87	
Total UTILITIES	**2,594.63**	**10,400.00**	**-7,805.37**	**24.95 %**
Total Expenses	**$40,179.47**	**$212,900.00**	**$ -172,720.53**	**18.87 %**
NET OPERATING INCOME	**$23,145.40**	**$37,590.00**	**$ -14,444.60**	**61.57 %**
Other Income				
Interest Income	1,762.90	7,000.00	-5,237.10	25.18 %
Sale of Assets	25,000.00		25,000.00	
Total Other Income	**$26,762.90**	**$7,000.00**	**$19,762.90**	**382.33 %**
Other Expenses				
Contribution to Fund Balance		33,930.00	-33,930.00	
Interest Expense	12.66	10,660.00	-10,647.34	0.12 %
Total Other Expenses	**$12.66**	**$44,590.00**	**$ -44,577.34**	**0.03 %**
NET OTHER INCOME	**$26,750.24**	**$ -37,590.00**	**$64,340.24**	**-71.16 %**
NET INCOME	**$49,895.64**	**$0.00**	**$49,895.64**	**0.00%**

New Harmony Valley Special Service District

Selected	Date	Type	No.	Payee	Category	Total	Approval Status	Action
	04/10/2025	Check	4509	Scott Alishouse	--Split--	$440.00		
	04/10/2025	Check	4508	Heber Barlow	--Split--	$320.00		
	04/10/2025	Check	4507	Kristen Carter	--Split--	$640.00		
	04/10/2025	Check	4506	Richard Carter	--Split--	$720.00		
	04/10/2025	Check	4505	Warren Dutson	--Split--	$160.00		
	04/10/2025	Check	4504	Chris Fryer	Training	$40.00		
	04/10/2025	Check	4503	Maddalyn Goodman	--Split--	$200.00		
	04/10/2025	Check	4502	Wes Goodman	--Split--	$1,000.00		
	04/10/2025	Check	4501	Clair Hansen	--Split--	$520.00		
	04/10/2025	Check	4500	Roxanne Hansen {volunteer}	--Split--	$280.00		
	04/10/2025	Check	4499	DAVID OSBORN	--Split--	$320.00		
	04/10/2025	Check	4498	Malcolm Tonneson	--Split--	$380.00		
	04/10/2025	Check	4497	Don Williams	--Split--	$880.00		
	04/10/2025	Check	4496	John Wray	--Split--	$280.00		
	04/10/2025	Check	4495	Richard Carter	--Split--	$192.54		
	04/10/2025	Check	4494	VISA	--Split--	$1,093.33		
	04/10/2025	Check	4493	EnBridge	Gas and Electric	$262.23		
	04/10/2025	Check	4492	UTAH VALLEY UNIVERSITY	Training	$900.00		
	04/10/2025	Check	4491	INTERMOUNTAIN WORK MED	Drug Testing	$30.00		
	04/10/2025	Check	4490	Republic Services	Waste Dumpster	$103.00		
	04/10/2025	Check	4489	ROCKY MOUNTAIN POWER	Gas and Electric	$107.06		
	04/10/2025	Check	4488	Hinton Burdick CPAs & Advisors	Accounting (HintonBurdick)	$1,000.00		
	04/10/2025	Check	4487	Western Pest Control	UTILITIES	$65.00		
	04/10/2025	Check	4486	Jim Banks	--Split--	$2,601.76		
	04/10/2025	Check	4485	Cathye Huckaby	Office Manager	$862.50		
	03/19/2025	Check	4484	Mary Ellen Southwick	Station Supplies	$10.63		
	03/19/2025	Check	4483	Shell Small Business	Fuel	$319.33		
	03/13/2025	Check	4482	WCF Mutual Insurance Company	Workers Comp	$982.00		
	03/13/2025	Check	4481	SeaWestern Fighting Equipment	Safety Equipment	$385.33		
	03/13/2025	Check	4480	EnBridge	Gas and Electric	$0.00		
	03/13/2025	Check	4479	EnBridge	Gas and Electric	$177.00		

Selected	Date	Type	No.	Payee	Category	Total	Approval Status	Action
	03/12/2025	Check	4478	SeaWestern Fighting Equipment	Other	$0.00		
	03/12/2025	Check	4477	INTERMOUNTAIN WORK MED	Drug Testing	$30.00		
	03/12/2025	Check	4476	VISA	--Split--	$612.78		
	03/12/2025	Check	4475	TINK'S SUPERIOR AUTO PARTS	Equipment Repair	$227.02		
	03/12/2025	Check	4474	Cathye Huckaby	Office Manager	$630.00		
	03/12/2025	Check	4473	ROCKY MOUNTAIN POWER	Gas and Electric	$100.66		
	03/12/2025	Check	4472	Republic Services	Waste Dumpster	$54.00		
	03/12/2025	Check	4471	Hinton Burdick CPAs & Advisors	Accounting (HintonBurdick)	$1,000.00		

Motion: Eric Kerns made a motion that the financial reports be approved as reviewed and discussed. Tim Beam seconded the motion. Motion carried unanimously by all.

VII. Chairperson Report: Pat Fleckenstein

a. Chairperson Fleckenstein and Chief Banks met with Washington County Commissioner Inversion regarding the following projects:
   - The road and station expansion proposal started by former Chairperson Clay Huckaby.
   - They discussed the needs of the district in general and introduced them to our new Chairperson.

b. They both also attended the Water Conservatory Meeting.

c. Chairperson Fleckenstein suggests that a more formal MOU with Cedar is now in order. Further discussion to follow.

VIII. Fire Mitigation and Prevention: John Southwick.

a. The Fire Mitigation Program is ready to launch. A committee has been established. John wants to add "Ready Set Go" to the HVFD Webpage. The DNR fire mitigation meeting is scheduled for April 26th at Mountain Springs Water Department. Tamra Banks is assisting with notification. Meeting pertains primarily to residence whose property backs up to BLM, and whereon Forestry will need access. Seventy-one parcels total have been identified.

IX. Board Member's Report:

a. No reports

X. Fire Chief's Report: Jim Banks.

a. Burn Season will remain open until about May 15th or longer depending on the weather.
b. There have been 27 calls to date, compared to 29 calls this time last year.
c. The Tatra Engine failed. This could be a substantial expense. JD Mobile is working to determine what is needed.
d. The new Engine is expected around the beginning of June 2025.
e. Zion engine has been sold and picked up.
f. The Chief attended the Iron County Chiefs meeting and the UFRA Meeting.
g. Chief Banks is looking into enrolling the department in to the State Funded Cancer Screening Program for early detection of cancer among firefighters.

XI. Office Manager's Report: Cathye Huckaby.

a. The Workers Compensation Audit has been submitted to WCF Insurance.
b. The yearly Utah Gov. Trust Insurance questionnaire audit has been submitted. Premiums will be adjusted accordingly. We did add the "Fly-over" coverage to the drone.
c. We have incurred our 1st workers compensation injury. John Wray injured his knee while responding to a vehicle fire and is receiving treatment. The incident was witnessed by several other members of the department. His surgery was last week and went well.