

**MINUTES OF THE UTAH ANIMAL CONTROL AND SHELTER SPECIAL SERVICE  
DISTRICT BOARD OF DIRECTORS MEETING HELD ON June 13, 2025 at 4:00 p.m., in the  
Utah County Building at 152 East 100 North, Vernal, Utah 84078.**

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

**STAFF PRESENT:** Devin Cobb, Donna Long, Abbigayle Jackson and Angel Collins.

**MEMBERS OF THE PUBLIC PRESENT:** Ritchie Anderson

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

**REQUEST FOR APPROVAL OF THE MINUTES FROM THE MAY 9, 2025, 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. John Laursen seconded the motion. The motion passed with Olsen, Mathisen, Hamaker, Long, and Laursen voting in favor.*

**STANDING BUSINESS**

**REQUEST FOR THE APPROVAL OF THE DANGEROUS DOG RELEASE FORM-:** Angel Collins presented this new form and what is changing from previous forms. This new form will include new stipulations for said dog owner if it becomes aggressive again. *Dan Olsen moved to approve. Ed Long seconded this motion. The motion passed with the following roll call vote:*

*Dan Olsen .....aye;*  
*Ed Long..... aye:*  
*Nile Mathisen.....aye*  
*John Laursen.....aye;*  
*Debra Hamaker.....aye.*

**REQUEST FOR THE APPROVAL OF THE ANIMAL CONTROL TRAINING PACKET-:** Angel Collins presented this new packet for training new animal control officers. This new packet will have phases and will hopefully help train new officers with proper procedures. The board approved this new training packet. *John Laursen moved to approve. Dan Olsen seconded this motion. The motion passed with the following roll call vote:*

*Dan Olsen .....aye;*

*Ed Long..... aye:*

*Nile Mathisen.....aye*

*John Laursen.....aye;*

*Debra Hamaker.....aye.*

**HORSE ROUND-UP INFORMATION WITH POSSIBLE DECISION-:** Ritchie Anderson discussed this opportunity to the board. The state has allocated money to put towards collecting horses and potentially cows off BLM lease land. Ritchie stated this event would cost nothing for the district. Debra Hamaker had questions about his reimbursement for the first event. Ritchie became agitated and stated “He was out” while exiting the meeting room. A few moments later he returned to the room stating that he would get names and contact numbers to Devin Cobb for the State Officials that oversee this kind of procedure. Ritchie also stated they have made a template for this sort of procedure and the process it would require. The goal is to gather up to 200 horses with the funds dedicated to this operation. Ritchie also commented that all government agencies are on board with this event. The Board requested a contract and estimate be drawn up for them to review. The board decided to table this request until the next board meeting.

**REQUEST TO CANCEL THE REGULARLY SCHEDULED BOARD MEETING IN JULY-:**  
*John Laursen motioned to approve this motion. Dan seconded this motion. The motion passed with Olsen, Mathisen, Hamaker, Long, And Laursen voting in favor.*

## **PUBLIC BUSINESS**

NONE

## POLICY AND LEGILATION

### **REQUEST FOR THE APPROVAL OF RESOLUTION NO. 2025-01, TO APPROVE AND ADOPT THE CREATION OF TITLE 19: ANIMAL CONTROL WRITTEN REPORT**

**STANDARDS IN THE PERSONNEL POLICY AND PROCEDURE MANNUAL-:** Devin Cobb stated some issues have been happening with ACO reports and this resolution will give parameters for said reports. John Laursen had some corrections for some of the verbiage used but agreed this resolution would be beneficial for ACO. *Dan Olsen approved of adopting this motion. Nile Mathisen seconded. This motion passed with the following roll call vote:*

*Dan Olsen .....aye;*

*Ed Long..... aye:*

*Nile Mathisen.....aye*

*John Laursen.....aye;*

*Debra Hamaker.....aye.*

## **PUBLIC HEARING 1<sup>ST</sup> BUDGET RE-OPENER FY 2025**

**MINERAL RELEASE FUNDING-:** Devin Cobb presented the report for the mineral release funds that the special service district receives.

**LINE ITEMS ADJUSTMENT-:** Devin Cobb stated some of the line items have been adjusted to fit the current budget.

## **MANAGMETN AND COMMITTEE REPORTS**

**TREASURER REPORT-:** Dan Olsen reads the treasurer's report as follows; \$157,422.63 in the Zions account. \$830,283.38 in the PTIF regular and \$211,037.24 in the PTIF capital projects account. For a total of \$1,198,743.25. On 05/01/2025 there was a Mineral Lase deposit to PTIF Regular in the amount of \$83,333.33. On 05/01/2025 there was a withdrawal from the PTIF regular to Zions Bank in the amount \$75,000. On 05/31/2025 the PTIF Capital Projects Reinvestment Dividend got \$3,141.69. On the same day, 05/31/2025 the PTIF Capital Projects Reinvestment Dividend was \$798.54. The district's interest rate on the PTIF is 4.4721%.

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

*Dan Olsen .....aye;*

*Ed Long..... aye:*

*Nile Mathisen.....aye*

*John Laursen.....aye;*

*Debra Hamaker.....aye.*

**FINACIAL STATEMENT APRIL 2025 -:** The board reviewed this statement and had no concerns

**DRAFT FINANCIAL STATEMENT MAY 2025 -:** The board reviewed this statement and had no concerns

**ANIMAL CONTROL STATISTICS-:** Angel Collins stated calls have been up and so have cruelty citations due to the summer season.

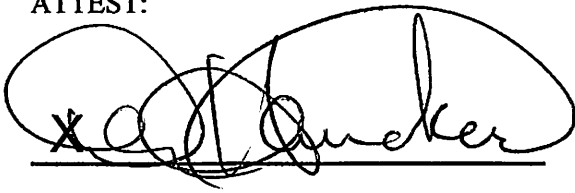
**SHELTER STATISTICS-:** Donna Long stated during May the shelter received 76 impounds along with 7 other miscellaneous livestock. The limited hourly shelter tech quit. The shelter will also be holding an adoption event on June 21<sup>st</sup>.

**DISTRICT ACTIVITIES REPORT-:** Devin Cobb stated Spectra finished the security camera installation and is operating. The Shelter Manager position was filled by Donna Long. An ACO position was opened as well as a shelter tech position for hire at the shelter. Devin Cobb also stated that rescues have been pulling animals quite frequently which is helping with space in the facility.

**MISCELLANEOUS ADMINISTRATIVE UPDATES & REPORTS:** None

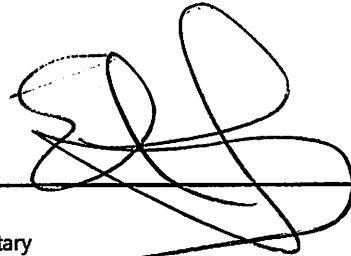
**ADJOURN:** There being no further discussion, *John Laursen moved to adjourn the meeting. Dan Olsen seconded the motion. The motion passed with a unanimous vote, and the meeting was adjourned.*

ATTEST:

A large, stylized handwritten signature in black ink, written over a horizontal line. The signature appears to be "X. J. Quaker".

Chair-person

X

A large, stylized handwritten signature in black ink, written over a horizontal line. The signature is highly abstract and cursive.

Secretary