

North Utah Valley Animal Services Special Service District
Board Meeting Minutes

July 31st, 2025

108 South 100 East, Pleasant Grove, Utah 84062

BOARD MEMBERS PRESENT

American Fork	Ryan Archuleta
Cedar Hills	Chandler Goodwin
Eagle Mountain	Fionnuala Kofoed
Highland	Scott Smith
Lehi	Chad Ray
Orem	Kris Pease
Pleasant Grove	Carl Nielson
Saratoga Springs	Owen Jackson
Utah County	Yvette Rice
Vineyard	Eric Ellis

BOARD MEMBERS ABSENT

Lindon	Orlando Ruiz
Utah County	Steve Alder

OTHERS PRESENT

CEO/Director	Tug Gettling
Legal Counsel	Laramie Merritt
Minutes	Shaylee Wiser

OPEN THE MEETING

1. **Welcome and Introductions:** Yvette Rice started the meeting at 10:02 AM. She welcomed everybody and thanked Carl Nielson for hosting as usual.
2. **Prayer/Thought:** Prayer offered by Scott Smith.

WORK SESSION ITEMS

1. **No Items:**

PUBLIC HEARING ITEMS

1. **No Items:**

GENERAL MEETING ITEMS

1. **Public Comment:** Karen McKoy suggested NUVAS have more public outreach. She mentioned the Humane Society has great education programs, and she encouraged each city to invest more in public education. Karen also talked about Best Friends and their TNR program, and said it would help both NUVAS and SUVAS reach the 90% save rate, especially for cats. She recommended NUVAS use Kayla Lyman's assistance with social media, and hoped to have an update on how that is going.

Owen Jackson entered the room at 10:04 AM.

2. **Review and Approve Minutes from the June 26, 2025 Meeting:** Owen Jackson made a motion to approve the minutes from the June 26, 2025 Board Meeting; Scott Smith seconded the motion. All in favor, motion carried.

3. **Financial Report:** Tug Gettling

- a. Financial Report: Tug reported that only 7.7% of the year has passed, so there is not a lot on the report. There are some funds that have not yet been received from several cities, although Orem, Lehi, and Cedar Hills have already paid their fees. Most line items are at zero so far.

- b. Check Register: Tug reported that there is nothing out of the ordinary for June. The biggest expenses were Utilities and Professional & Technical Services, regarding animal veterinary care.

Scott made a comment about the incorrect date on the Financial Statement; Tug responded that he forgot to change the date before it was sent to the board members.

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

- a. Roof Replacement: Scheduled to begin next Monday, August 4th

- b. Makeup Air Unit: Was just replaced recently, and is not working again this morning. Tug mentioned it has stopped working four or five times since it was replaced a few months ago. Utah County has a few people looking at it.

- c. Personnel: Currently hiring two part-time Animal Care Attendant positions. A third position will be opening in the next couple of weeks due to an employee leaving. Tug has been interviewing for those positions.

- d. Payroll Taxes: Tug wanted to give an update on the discussion about Payroll Taxes from the last meeting. He confirmed that Payroll Taxes are included in the Benefits account.

- e. Animal Numbers:

- i. 51 dogs currently in the shelter, which is down from last month

- ii. 81 cats currently in the shelter, which is up from last month

- iii. 77% redemption rate for dogs, and 7% redemption rate for cats in June

- iv. Tug is hoping to implement some strategies to improve redemption rates for cats. He mentioned the Cats Alive Initiative that he has been working on. He also met with a rescue group earlier this week to discuss ideas.

- f. Upcoming Events: There are several events planned for the next couple of months; two events in August and one event scheduled for September.

- g. Legislative: none

- h. Volunteers: NUVAS is working on making changes to the new volunteer program. The program has been reassigned to another employee, and they will take over when their training is complete.

- i. Rescue Groups: There are rescues that are going to NUVAS pretty regularly, some several times a week. They have quotas they need to fill to take to Best Friends spay and neuter appointments.

- j. Tug mentioned that NUVAS has had a high number of rabbits this year, with several of the rabbits coming from Lehi in addition to other cities. Fionnuala asked about the redemption rate for rabbits, and Tug responded it is

near 0%, though occasionally some do get redeemed. Some discussion was had on the lifespan and care of rabbits.

- k. RFP: It is ready to be sent out. The RFP is finished and all revisions and corrections have been made. Tug plans on getting it out by next week, and it will be open for 30 days.
- l. Scott asked what animals NUVAS receives other than dogs or cats. Tug responded that NUVAS gets several kinds; raccoons, snakes, goats, chickens, eagles, owls, reptiles, sugar gliders, rats, mice, etc. Livestock animals are transported to SUVAS to be held by Utah County.

- 5. **Other Business:** Yvette thanked everyone for their time. She advised the next meeting will be August 28, 2025 at 10:00 AM at the Pleasant Grove Police Department. Fionnuala made a comment for Karen McKoy, explaining a little about the Open and Public Meetings Act, and if Kayla were to use her private account for NUVAS' social media, it would open the account for discovery and GRAMA requests. Karen said she assumed Kayla would use her experience to help NUVAS establish their own social media, not use her own. There was also some discussion about the website for NUVAS, saying it needs some improvement on education and information. The Humane Society's website was used as an example of an informative website. Tug encouraged everyone to look at NUVAS' website and make suggestions of changes it might need. Scott asked about the donations NUVAS receives, and Tug responded that Kris Pease coordinates with several stores for dog and cat food donations, in addition to the public providing donations as well.

- 6. **Adjourn:** Yvette Rice adjourned the meeting at 10:29 AM.

CLOSED DOOR SESSION

- 1. **No Items**

Next Meeting: August 28, 2025 @ 10:00 AM