

**MINUTES OF THE UTAH ANIMAL CONTROL AND SHELTER SPECIAL SERVICE
DISTRICT BOARD OF DIRECTORS MEETING HELD ON August 8, 2025** at 4:00 p.m., in the
Utah 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, Abbigayle Jackson, Donna Long, Colt Atwood, Angel Collins and Justin Moosman.

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 JULY 11, 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. Nile Mathisen seconded the motion. The motion passed with Olsen, Mathisen, Hamaker and Long voting in favor.*

REQUEST FOR THE APPROVAL OF THE REVISED VOLUNTEER FORM: Devin Cobb introduced this new form. Donna Long, the shelter manager, revised the volunteer form to contain a little more information about the volunteer's experience and commitment. The board approved this request. *Nile Mathisen moved to approve the form as presented. Dan Olsen seconded the motion. The motion passed with Olsen, Mathisen, Hamaker and Long voting in favor.*

REQUEST FOR THE APPROVAL OF THE ANIMAL INCIDENT FORM: Devin Cobb introduced this new form. This form is for animal control use and is used to report aggressive behavior of k9s. The board approved of this form. *Dan Olsen moved to approve the form as presented. Ed Long seconded the motion. The motion passed with Olsen, Mathisen, Hamaker and Long voting in favor.*

FURTHER DISCUSSION OF THE HORSE GATHER: Devin Cobb explained he submitted a letter to the Ute tribe to schedule a meeting to discuss further plans for a future gathering. Devin also stated that he has acquired more money from the state of Utah to aid in this event. Devin Cobb also said animal control has received no calls of service for these problem stray horses recently. Devin Cobb also stated that he has drawn up contracts for this event when the time is scheduled. The board is still concerned about the logistics of this operation and opted to table this until the September 12, 2025, meeting.

PUBLIC BUSINESS

-HORSE ROUND UP DISCUSSION ONLY-

POLICY AND LEGILATION

NONE

MANAGMENT AND COMMITTEE REPORTS

TREASURER REPORT- JULY 2025-: Dan Olsen reads the treasurer's report as follows; \$186,176.84 in the Zions account. \$769,623.86 in the PTIF regular and \$199,080.19 in the PTIF capital projects account. For a total of \$1,154,880.89. The special service district did not receive the regular monthly Mineral Lease deposit to PTIF Regular in the amount of \$83,333.33. On 07/1/2025 there was a withdrawal from the PTIF regular to Zions Bank in the amount \$75,000. On 07/31/2025 the PTIF Capital Projects Reinvestment Dividend got \$2,910.27. On the same day, 07/31/2025 the PTIF Capital Projects Reinvestment Dividend was \$752.81. The district's interest rate on the PTIF is 4.4692%.

MONTHLY PAYMENT APPROVAL REPORT- JULY 2025-: The Board reviewed the report and had no comments. *Nile Mathisen moved to approve. Ed Long seconded the motion. The motion passed with the following roll call vote:*

Dan Olsenaye;

Ed Long..... aye:

Nile Mathisen.....aye

Debra Hamaker.....aye.

FINACIAL STATEMENT- JUNE 2025-: Devin Cobb stated the district is staying within budget. The board had no concerns

DRAFT FINANCIAL STATEMENT- JULY 2025-: Devin Cobb stated the district is within budget.

ANIMAL CONTROL STATISTICS- JULY 2025-: Colt Atwood introduced the new animal control officer, Justin Moosmann. Colt Atwood also stated that animal control has been busy this month and has received quite a few calls for service.

SHELTER STATISTICS- JULY 2025-: Donna Long explained that rescue pulls have been alleviating some space for the shelter. The shelter received rabbits and goats during the month of July. Donna Long also stated the shelter received a \$5000 grant from Best Friends Animal Society. With this grant the shelter is changing to stainless steel litter pans for sanitation purposes among other updates at the shelter. A portion of this grant will also be funding the adoption event scheduled for September 13, 2025.

DISTRICT ACTIVITIES REPORT- JULY 2025-: Devin Cobb explained both open positions, one at the shelter and one for animal control, were filled. Devin Cobb also stated the grant from Best friends was acquired. Devin Cobb also said he has been drawing up formal contracts for horse roundup. The shelter staff have been participating in training through Maddie's Fund. The shelter has also been battling Ringworm and Panleukopenia of which all animals received treatment.

TABLED FROM LAST MEETING FINACIALS, STATITSTICS AND ACTVTITIES REPORT-:

TREASURER REPORT- JUNE 2025-: Dan Olsen reads the treasurer's report as follows; \$186,176.84 in the Zions account. \$76,923.86 in the PTIF regular and \$199,080.19 in the PTIF capital projects account. For a total of \$1,040,040.97. On 06/01/2025 there was a deposit to PTIF Regular in the amount of \$83,333.33. On 06/02/2025 there was a withdrawal from the PTIF regular to Zions Bank in the amount \$75,000. On 06/30/2025 the PTIF Capital Projects Reinvestment Dividend got \$3,096.88. On the same day, 06/30/2025 the PTIF Capital Projects Reinvestment Dividend was \$729.18. The district's interest rate on the PTIF is 4.4796%.

MONTHLY PAYMENT APPROVAL REPORT JUNE 2025-: The Board reviewed the report and had no comments. *Nile Mathisen moved to approve. Ed Long seconded the motion. The motion passed with the following roll call vote:*

Dan Olsenaye;

Ed Long..... aye:

Nile Mathisen.....aye

Debra Hamaker.....aye.

FINACIAL STATEMENT- MAY 2025-: Devin Cobb stated the district is within budget. The board had no concerns

DRAFT FINANCIAL STATEMENT- JUNE 2025-: Devin Cobb stated the district is within budget.

ANIMAL CONTROL STATISTICS- JUNE 2025-: Colt Atwood also stated that animal control has been busy this month and has received 238 calls for service.

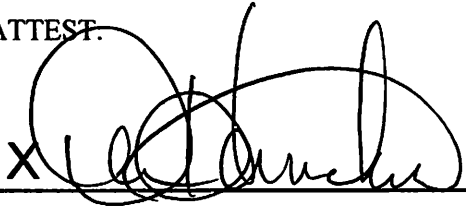
SHELTER STATISTICS- JUNE 2025-: Donna Long explained that rescue pulls have been alleviating some space for the shelter. The shelter received one goat, a chicken and one swine during the month of June.

DISTRICT ACTIVITIES REPORT- JUNE 2025-: Devin Cobb explained two positions were opened at the shelter. One for animal control and one for a shelter technician. Devin Cobb also said he has been drawing up formal contracts for horse roundup. The shelter staff have been participating in training through Maddie's Fund. The shelter has also been battling Panleukopenia of which all animals received treatment.

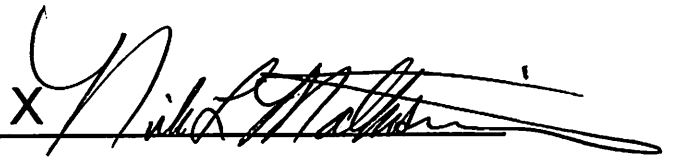
MISCELLANEOUS ADMINISTRATIVE UPDATES & REPORTS: None

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