

NEW HARMONY VALLEY SPECIAL SERVICE DISTRICT

ADMINISTRATIVE CONTROL BOARD MEETING

September 17, 2025

KOLOB FIRE STATION

1388 South Old Hwy 91

7:00PM

Meeting Minutes

- I. Meeting Called to Order: Ryan Frisby.**
 - a. The meeting was called to order at 7:03pm.
- 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; Tim Beam, Member; Eric Kerns, Member; Cathye Huckaby, Board Clerk/Office Manager.
 - b. Board Members Absent: None
 - c. Harmony Valley Fire Department: Fire Chief Jim Banks.
 - d. Fire Association: Jeanne Brown Treasurer; Tamra Banks, Member; Mary Ellen Southwick, Member.
- IV. Reading and Approval of Previous ACB Meeting Minutes: Pat Fleckenstein.**
 - a. The July 17, 2025, Administrative Control Board Meeting Minutes and the August 20, 2025, Mid-year Budget Review Public Hearing Minutes were emailed to each member prior to the meeting. Each member of the ACB had a chance to review the minutes and make suggested changes. Minor changes were requested (See Attached).

Motion: A motion was made by Eric Kerns the July 18, 2025, Administrative Control Board Meeting Minutes and August 20, 2025, Mid-year Budget Review Public Hearing Minutes be approved as revised and reviewed. John Southwick seconded the motion. Motion carried unanimously by all present.
- V. Financial Report: John Southwick/Cathye Huckaby.**
 - a. NHVSSD Balance Sheet dated 9-16-2025, was reviewed (See Attached).
 - b. NHVSSD Budgets vs Actuals FY 2025; January – December 2025, as of 9-16-2025 was reviewed (See Attached).
 - c. NHVSSD Expense Report from 08-01-2025 to 9-16-2025 was reviewed (See Attached).
- VI. Resolution 2-2025 – Cancelation of the 2025 Election of the NHVSSD ACB Positions (3) scheduled in Washington County, Utah: Cathye Huckaby.**

- a. Three positions for the terms 2026-2030 were available for election. The notice of availability was posted, see June Meeting Minutes, no applicants other than incumbents applied. There have been no write-in applicants; therefore, the Board can elect to cancel the need for Board Election. This must be done via resolution, and the signed document must be received by Washington County Officials by September 18, 2025. Chairperson Fleckenstein has prepared NHVSSD Resolution 2-2025 for review and consideration (See Attached).

Motion: A motion was made by John Southwick that NHVSSD Resolution 2-2025 be passed as read and considered. Eric Kerns seconded the motion. Motion carried unanimously by all present.

VII. Chairperson Report: Pat Fleckenstein.

- a. Resolution 1-2025, which was discussed at the last meeting was presented to the New Harmony Town Council by Cathye Huckaby. The document was signed (See Attached).
- b. A working committee will meet next month to identify budgetary needs prior to the presentation of the 2026 Proposed Budget in November. The committee consists of Pat Fleckenstein, Jim Banks, John Southwick and Cathye Huckaby.
- c. Chief Banks updated the Board on the EMR Licensing. It has been delayed due to lack of assistance. The Chief will solicit help and get the process active again. It is noted that the NHVSSD needs to adopt a local policy for the use of the "Choker" that can be used in case of a callout for choking patient.

VIII. Board Member's Report:

- a. None

IX. Fire Chief's Report: Jim Banks.

- a. It was a very busy month with callouts, mostly medical. We are on track to exceed last year's call-out numbers.
- b. The renovation of the Kolob station has been completed. Big thanks to the Fire Association, especially project manager Tamra Banks. Mrs. Banks reports that the project came in under budget.
- c. The annually required vehicle/apparatus safety inspections were recently completed by Siddons-Martin. All but one of the vehicles/apparatuses passed the safety inspection. The vehicle that failed is already scheduled to be fixed.

X. Office Manager's Report: Cathye Huckaby.

- a. A second audit for Utah Local Government Trust has been completed and submitted.

XI. Fire Association Reports: Tamra Banks.

- a. The Apple Festival plans are underway. The festival is on October 11th, 10am-3pm. They need volunteers to help direct traffic and to man the NHVSSD Board/Boot Booth. The board will sign-up for shifts to man the NHVSSD Board/Boot Booth

XII. Community Remarks:

- a. None

XIII. Meeting Adjourned: Pat Fleckenstein.

- a. Meeting Adjourned at 736

Motion: Eric Kerns made a motion to adjourn the ACB Meeting. Tim Beam second the motion. Motion carried unanimously by all present. Meeting adjourned.

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Attachments:

Agenda 6-17-25

Utah Public Notice: (9-10-25)

Sing-in Sheet 9-17-2025

ACB Meeting Minutes 7-16-2025,

ACB Public Hearing Mid-year Budget Review Minutes 8-20-2025

NHVSSD Balance Sheet as of 9-16-25

NHVSSD Budget vs Actuals January – December 2025 as of 9-19-25

Expense Report 8-1-2025 – 9-16-25

NHVSSD Resolution 2-2025

NHVSSD- Town of New Harmony Resolution 2-2025

**NEW HARMONY VALLEY SPECIAL SERVICE DISTRICT
Administrative Control Board Hearing
September 17, 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. Review/Approval of Meeting Minutes: Pat Fleckenstein.**
- V. Financial Reports: John Southwick/Cathye Huckaby.**
 - **Balance Sheet.**
 - **Budget vs Actuals.**
 - **Expenditures.**
- VI. Draft Resolution to cancel the election: Pat Fleckenstein**
- VII. Chairperson Report: Pat Fleckenstein**
- VIII. Board Member Reports:**
- IX. Fire Chief Report: Jim Banks**
- X. Report Office Manager: Cathye Huckaby**
- XI. Fire Association Reports:**
- XII. Community Remarks:**
- XIII. Meeting Adjourned:**

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Public Notice for New Harmony Administrative Control Board



From <support@helpdesk.utah.gov>
To <cathy.huckaby@newharmonyfire.org>
Date 2025-09-10 09:58

Utah Public Notice

New Harmony Administrative Control Board

New Harmony Valley Special Service District Administrative Control Board Meeting

Notice Date & Time: 9/17/25 7:00 PM -9/17/25 9:00 PM

Description/Agenda:

NEW HARMONY VALLEY SPECIAL SERVICE DISTRICT
Administrative Control Board Hearing
September 17, 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. Review/Approval of Meeting Minutes: Pat Fleckenstein.
- V. Financial Reports: John Southwick/Cathye Huckaby.
 - Balance Sheet.
 - Budget vs Actuals.
 - Expenditures.
- VI. Draft Resolution to cancel the election: Pat Fleckenstein
- VII. Chairperson Report: Pat Fleckenstein
- VIII. Board Member Reports:
- IX. Fire Chief Report: Jim Banks
- X. Report Office Manager: Cathye Huckaby
- XI. Fire Association Reports:
- XII. Community Remarks:
- XIII. 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:

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

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NEW HARMONY VALLEY SPECIAL SERVICE DISTRICT

ADMINISTRATIVE CONTROL BOARD MEETING

**July 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 7.34 pm.
 - b. This meeting was delayed due to the Fire Mitigation Public meeting being held earlier this evening.
- II. Pledge of Allegiance: By Invitation.**
- III. Attendance: Cathye Huckaby.**
- a. Board Members Present: Pat Fleckenstein, Chairperson; Ryan Frisby, Vice Chairperson; John Southwick, Treasurer; Tim Beam, Member; Eric Kerns, Member; Cathye Huckaby, Board Clerk/Office Manager.
 - b. Board Members Absent: None
 - c. Harmony Valley Fire Department: Fire Chief Jim Banks.
 - d. Fire Association: Sonia Steere, President; Tamra Banks, Member; Mary Ellen Southwick, Member.
- IV. Reading and Approval of Previous ACB Meeting Minutes: Pat Fleckenstein.**
- a. June 18, 2025, Administrative Control Board (ACB) meeting minutes were emailed to each member prior to the meeting. Each member of the ACB had a chance to review the minutes and make suggested changes. Minor changes were requested (See Attached).
- Motion: A motion was made by Ryan Frisby the ACB Meeting Minutes for June 18, 2025, be approved as revised and reviewed. John Southwick seconded the motion. Motion carried unanimously by all present.*
- V. Financial Report: John Southwick/Cathye Huckaby.**
- a. NHVSSD Balance Sheet dated 7-15-2025, was reviewed (See Attached).
 - b. NHVSSD Budgets vs Actuals FY 2025; January – December 2025, as of 7-15-2025 was reviewed (See Attached).
 - c. NHVSSD Expense Report from 06-01-2025 to 7-15-2025 was reviewed (See Attached).
 - d. Clerk Huckaby reported that CIB has completed their monitoring process of the Engine (See Attached.) We are now in the payment process, with payments being made directly to the Utah State Treasurer.

VI. Shane Keeler, Representative of Rocky Mountain Power.

- a. Rocky Mountain Power will be joining the rest of the nation in shutting down power when fire danger is high. Rocky Mountain will provide generators for people who have health concerns where electricity is required such as oxygen. People needing this service need to contact Rocky Mountain directly, and immediately upon notification that a power outage will occur.

VII. Chairperson Report: Pat Fleckenstein.

- a. None

VIII. Fire Mitigation and Prevention: John Southwick.

- a. John Southwick held the first NHVSSD fire mitigation meeting this evening at the New Harmony Library. The meeting was well attended. Utah House Bill 48 was discussed; several people were concerned about its implementation.

IX. Board Member's Report:

- a. John Southwick suggested that we invite Bridgette Butynski, Emergency Services Coordinator for Washington County, to our board meeting in the fall so that we can get ahead of the implementation of Senate Bill 48.

X. Fire Chief's Report: Jim Banks.

- a. Chief Banks gave the board an update on the Foresight Fire which began June 11, 2025. The fire is 100% contained and burned 15,675 acres. The fire was 2 miles northwest of signal peak, 3.5 miles South of Pine Valley, Dixie National Forest. The National Interagency Fire Center (NIFC) consistently kept local agencies well informed. Several meetings were held for citizens to update them on the status of the fire and evacuations. The whole process was handled with professionalism and great care.
- b. During this process we learned that our community has a very high percentage of people signed up on reverse 911.
- c. As previously stated, CIB has closed their records on the purchase of the new engine.
- d. This year's call outs are consistent with that of last year. We are well within budget.
- e. The station switched over to Fiber Internet, which was installed July 17, 2025.
- f. The chipping program has been completed.

XI. Office Manager's Report: Cathye Huckaby.

- a. The Town of New Harmony issued an invoice to the district dated June 30, 2025. The invoice is for \$1990.00, and is for, "1/2 the utilities for the town station." The invoice does not have any supportive documentation attached nor does it identify which utilities are being paid. After speaking to the accountant for our district it was suggested that the board write a letter to the town requesting additional information, i.e. attached utility bills and the policy supporting the need for this payment.

- b. It was agreed that the ACB will compose a letter to the town requesting a copy of the policy and copies of the utility bills in question. It was also suggested that the town invoice the district quarterly. The district does not feel compelled to pay bills retroactively as previous fiscal year records have been completed and filed with the state. Chairperson Frankenstein will attend the upcoming council meeting if necessary.
- c. Clerk Huckaby provided each board member with Truth- in -Taxation checklist and forms (See Attached).

XII. Fire Association Reports: Tamra Banks.

- a. The Apple Festival plans are underway.

XIII. Community Remarks:

- a. None

XIV. Meeting Adjourned: Pat Fleckenstein.

- a. Meeting Adjourned at 8:52.

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

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Attachments:

Agenda 6-17-25

Utah Public Notice: (7-8-25; 7-15-25)

ACB Meeting Minutes 5-28-25

NHVSSD Balance Sheet as of 7-15-25

NHVSSD Budget vs Actuals January – December 2025 as of 7-15-25

Expense Report 6-1-2025 – 7-15-25

Town of New Harmony Invoice, 6-30-285

State of Utah, department of workforce services, letter written by Candice Powers.

NEW HARMONY VALLEY SPECIAL SERVICE DISTRICT

**ADMINISTRATIVE CONTROL BOARD MID-YEAR BUDGET REVIEW HEARING
Public Hearing**

August 20, 2025

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

Hearing Minutes

I. Open Hearing: Pat Fleckenstein

- a. Meeting called to order at 7:05 pm.

II. Attendance: Cathye Huckaby.

- a. Board Members Present: Pat Fleckenstein, Chairperson; Ryan Frisby, Vice Chairperson; John Southwick, Treasurer; Eric Kerns, Member; Tim Beam, Member; Cathye Huckaby, Board Clerk/Office Manager.
- b. Board Members Absent: None
- c. Fire Department Volunteers: Chief Jim Banks, David Osborn, Fire Chief.
- d. Fire Association Members: Sonia Steer, Jeanne Brown, Tamra Banks.
- e. Community: Misty Tobin, Hinton & Burdick.

III. Budget Revision Proposal Presentation: Cathye Huckaby, Misty Tobin.

- a. The following documents were reviewed and discussed:
 - NHVSSD Balance Sheet dated 8-19-25, (See Attached).
 - NHVSSD Budgets vs Actuals FY 2025; January – December 2025, as of 8-19-28 (See Attached).
 - NHVSSD Expense Report for 7-01-2025 - 8-19-2025 (See Attached).
- b. Adopted Budget Form NHVSSD FY2025, prepared by Hinton & Burdick. (see Attached).
- c. Letter to Town of New Harmony from Chairperson Fleckenstein Reviewed (see Attached).
- d. Proposed Resolution Reviewed (see Attached).
- e. Invoice from Town Reviewed (see Attached).
- f. In summary, the budget is in good shape. Each line was reviewed and discussed.

IV. Community Comments:

- a. No public comments.

V. Motion:

Motion: A motion was made by John Southwick that a) the NHVSSD-ABC adopt the proposed budget amendments as presented by Board Clerk Cathye Huckaby and

Misty Tobin, Hinton & Burdick which were explained on the FY 2025, Adopted Budget Form and b) the proposed resolution, pertaining to payment of partial utilities of the town station by NHVSSD, be presented to the New Harmony Town Council at the next council meeting. The motion was second by Ryan Frisby. The motion passed without objection.

VI. Meeting Adjourned: Clay Huckaby.

- a. Meeting Adjourned 7:23pm.

Motion: A motion was made by John Southwick to adjourn the Public Hearing. Eric Kerns seconded the motion. Motion carried unanimously by all present. Meeting adjourned.

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Attachments:

Agenda-8-20-25

LocalQ – Spectrum 8-8-25, 8-11-25

Utah Public Notice of Meeting

NHVSSD Public Sign-in Sheet 9-18-2024

NHVSSD Balance Sheet as of 8-19-25

NHVSSD Budget vs Actuals January – December 2025 as of 8-19-25

Expense Report 7-1-2025 to 8-20-2024 as of 8-19-25

Adopted Budget Form NHVSSD FY2025, prepared by Hinton & Burdick.

Memo to Board Members, dated 9-17-2024

Letter to Town of New Harmony 7-23-25

Resolution Proposal 1-2025

Invoice from Town of New Harmony 6-30-25

Balance Sheet

New Harmony Valley Special Service District

As of September 16, 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

27,994.90

State Bank - General Fund

68,903.32

State Bank - Impact Fees

233,574.98

Total for Bank Accounts

\$897,051.14

Accounts Receivable

0.00

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

\$911,744.93

Fixed Assets

General Fixed Assets

\$240.00

Buildings and Improvements

380,101.17

Emergency Vehicles

361,334.00

Land

8,750.00

Machinery and Equipment

132,621.40

Total for General Fixed Assets

\$883,046.57

Total for Fixed Assets

\$883,046.57

Other Assets

Construction in Progress

0.00

Total for Other Assets

\$0.00

Total for Assets

\$1,794,791.50

Liabilities and Equity

Liabilities

Current Liabilities

Accounts Payable

*Accounts Payable

93.11

Total for Accounts Payable

\$93.11

Credit Cards

0.00

Other Current Liabilities

Accounts Payable

0.00

Accrued Interest Payable

0.00

Total for Other Current Liabilities

\$0.00

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	12,457.60	7,500.00	4,957.60	166.10 %
CIB	613,922.00	614,000.00	-78.00	99.99 %
Contribution from Fund Balance		43,660.00	-43,660.00	
Dividend	35.96		35.96	
Donations	50.00	500.00	-450.00	10.00 %
Grants		0.00	0.00	
Impact Fee Revenue	28,150.00	30,000.00	-1,850.00	93.83 %
Property Tax	56,064.81	158,830.00	-102,765.19	35.30 %
Refunds	2,431.14		2,431.14	
Total Income	\$713,111.51	\$854,490.00	\$ -141,378.49	83.45 %
GROSS PROFIT	\$713,111.51	\$854,490.00	\$ -141,378.49	83.45 %
Expenses				
Administration	275.91	2,000.00	-1,724.09	13.80 %
Accounting (HintonBurdick)	7,000.00	12,000.00	-5,000.00	58.33 %
Bank service Charge	20.00		20.00	
Chief Banks	8,000.00	12,000.00	-4,000.00	66.67 %
Office Manager	7,050.00	12,000.00	-4,950.00	58.75 %
Total Administration	22,345.91	38,000.00	-15,654.09	58.81 %
Call out reimbursement	14,960.00	25,000.00	-10,040.00	59.84 %
Contracted Services	879.68	11,000.00	-10,120.32	8.00 %
Drug Testing	90.00	0.00	90.00	
ESO	3,029.80		3,029.80	
Lexipol	3,929.09	0.00	3,929.09	
Professional Organizations/ Dues	671.00		671.00	
Streamline Web Services	1,489.43		1,489.43	
Total Contracted Services	10,089.00	11,000.00	-911.00	91.72 %
Debt Service	43,652.66	33,000.00	10,652.66	132.28 %
Election Costs		0.00	0.00	
Emergency Medical Response	658.29	2,500.00	-1,841.71	26.33 %
Insurance		15,000.00	-15,000.00	
Auto	6,740.86		6,740.86	
Bonding	175.00		175.00	
Liability Insurance	734.14	0.00	734.14	
Property	2,703.59		2,703.59	
Workers Comp	2,029.00	0.00	2,029.00	
Total Insurance	12,382.59	15,000.00	-2,617.41	82.55 %
Misc		0.00	0.00	
Operations Maintenance & Repair	300.00	33,000.00	-32,700.00	0.91 %
Equipment Repair	22,537.00	0.00	22,537.00	
Fuel	4,097.12	0.00	4,097.12	
Total Operations Maintenance & Repair	26,934.12	33,000.00	-6,065.88	81.62 %

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
Purchase of Fixed Assets		1,000.00	-1,000.00	
Purchase Machinery and Equip	625,000.00	625,000.00	0.00	100.00 %
Total Purchase of Fixed Assets	625,000.00	626,000.00	-1,000.00	99.84 %
Safety Equipment		18,000.00	-18,000.00	
Class A/B Uniforms	369.57		369.57	
Helmets	303.62		303.62	
Inspections	1,780.30		1,780.30	
Other	0.00	0.00	0.00	
Turn-Outs	11,714.05		11,714.05	
Total Safety Equipment	14,167.54	18,000.00	-3,832.46	78.71 %
Station Supplies	5,210.73	13,000.00	-7,789.27	40.08 %
Bay Station Supplies	2,331.12	0.00	2,331.12	
Office Supplies	2,036.69	0.00	2,036.69	
Printing	340.09	0.00	340.09	
Total Office Supplies	2,376.78	0.00	2,376.78	
Small Machinery & Equipment	360.00		360.00	
Total Station Supplies	10,278.63	13,000.00	-2,721.37	79.07 %
Training	6,000.00	11,000.00	-5,000.00	54.55 %
Fire School	2,384.00	0.00	2,384.00	
Total Training	8,384.00	11,000.00	-2,616.00	76.22 %
Travel, Meals, Mileage		1,000.00	-1,000.00	
Hotels	253.00	0.00	253.00	
Meals	537.52	0.00	537.52	
Total Travel, Meals, Mileage	790.52	1,000.00	-209.48	79.05 %
UTILITIES	520.00	11,400.00	-10,880.00	4.56 %
Gas and Electric	2,072.36	0.00	2,072.36	
Internet Access	1,929.97	0.00	1,929.97	
Waste Dumpster	738.96	0.00	738.96	
Total UTILITIES	5,261.29	11,400.00	-6,138.71	46.15 %
Total Expenses	\$794,904.55	\$837,900.00	\$ -42,995.45	94.87 %
NET OPERATING INCOME	\$ -81,793.04	\$16,590.00	\$ -98,383.04	-493.03 %
Other Income				
Interest Income	5,139.91	7,000.00	-1,860.09	73.43 %
Sale of Assets	25,000.00	21,000.00	4,000.00	119.05 %
Total Other Income	\$30,139.91	\$28,000.00	\$2,139.91	107.64 %
Other Expenses				
Contribution to Fund Balance		33,930.00	-33,930.00	
Interest Expense	78.78	10,660.00	-10,581.22	0.74 %
Total Other Expenses	\$78.78	\$44,590.00	\$ -44,511.22	0.18 %
NET OTHER INCOME	\$30,061.13	\$ -16,590.00	\$46,651.13	-181.20 %
NET INCOME	\$ -51,731.91	\$0.00	\$ -51,731.91	0.00%

New Harmony Valley Special Service District

Selected	Date	Type	No.	Payee	Category	Total	Action
	09/16/2025	Check	4599	INTERMOUNTAIN WORK MED	Drug Testing	\$30.00	
	09/16/2025	Check		Shell Small Business	Fuel	\$752.72	
	09/16/2025	Check	4597	COLOR COUNTRY DIESEL	Equipment Repair	\$380.00	
	09/09/2025	Check	1003	Utah State Division of Finance	Debt Service	\$43,652.66	
	09/09/2025	Check	4596	Cathye Huckaby	--Split--	\$789.99	
	09/09/2025	Check	4595	VISA	Equipment Repair	\$52.63	
	09/09/2025	Check	4594	VISA	--Split--	\$1,431.57	
	09/09/2025	Check	4593	MAJCO LLC	Equipment Repair	\$269.01	
	09/09/2025	Check	4592	TINK'S SUPERIOR AUTO PARTS	Equipment Repair	\$84.90	
	09/09/2025	Check	4591	John D. Theodosiou	Operations Maintenance & Repair	\$300.00	
	09/09/2025	Check	4590	Jim Banks	--Split--	\$2,292.69	
	09/09/2025	Check	4589	Jim Banks	Station Supplies	\$4,907.41	
	09/09/2025	Check	4588	ROCKY MOUNTAIN POWER	Gas and Electric	\$240.79	
	09/09/2025	Check	4587	Republic Services	Waste Dumpster	\$113.05	
	09/09/2025	Check	4586	VISA	Internet Access	\$82.11	
	08/19/2025	Check	4585	Shell Small Business	Fuel	\$427.26	
	08/14/2025	Check	4584	SeaWestern Fighting Equipment	Turn-Outs	\$8,893.61	
	08/13/2025	Check	4583	VISA	--Split--	\$278.34	
	08/13/2025	Check	4582	CNA Surety	Bonding	\$175.00	
	08/13/2025	Check	4581	VISA	--Split--	\$290.92	
	08/13/2025	Check	4580	VISA	--Split--	\$220.22	
	08/13/2025	Check	4579	VISA	--Split--	\$710.45	
	08/13/2025	Check	4578	ROCKY MOUNTAIN POWER	Gas and Electric	\$194.30	
	08/13/2025	Check	4577	Republic Services	Waste Dumpster	\$78.79	
	08/13/2025	Check	4576	TINK'S SUPERIOR AUTO PARTS	Equipment Repair	\$688.38	
	08/13/2025	Check	4575	John D. Theodosiou	--Split--	\$1,529.00	
	08/13/2025	Check	4574	WCF Mutual Insurance Company	Workers Comp	\$615.00	
	08/13/2025	Check	4573	Hinton Burdick CPAs & Advisors	Accounting (HintonBurdick)	\$1,000.00	

Selected	Date	Type	No.	Payee	Category	Total	Action
	08/13/2025	Check	4572	L.N. CURTIS & SONS	Equipment Repair	\$1,084.03	
	08/13/2025	Check	4571	Western Pest Control	UTILITIES	\$65.00	
	08/13/2025	Check	4570	Cathye Huckaby	--Split--	\$1,044.33	

RESOLUTION NO. 2025- 2

A RESOLUTION OF THE NEW HARMONY SPECIAL SERVICES DISTRICT
ADMINISTRATIVE CONTROL BOARD REGARDING THE 2025 BOARD ELECTION

WHEREAS, the New Harmony Special Services District Administrative Control Board ("the Board") is organized and operates pursuant to the laws of the State of Utah and Washington County; and

WHEREAS, the statutory period for filing a declaration of candidacy for the 2025 election cycle has closed; and

WHEREAS, no new applicants or candidates filed to run for open board positions; and

WHEREAS, under Utah election law, when no new candidates file, the incumbent board members shall be deemed elected and shall remain in their current seats by acclamation; and

NOW, THEREFORE, BE IT RESOLVED by the New Harmony Special Services District Administrative Control Board that:

1 No election for the Board will be held in Washington County, Utah, in the year 2025 due to the absence of new applicants.

2 All current Board members shall continue to serve in their present positions by acclamation in accordance with Utah law.

3 This resolution shall be entered into the official records of the District and transmitted to the appropriate election authorities in Washington County.

PASSED AND ADOPTED this 17 day of September, 2025.

NEW HARMONY SPECIAL SERVICES DISTRICT
Administrative Control Board

Chairperson
ATTEST: Patrick Fleckenstein

Clerk/Secretary

[Signature] yay 9-17-25

[Signature] yay 9-17-25

John W. Southwick yay 9-17-2025
[Signature] yay 9-17-2025

RESOLUTION NO.: 1-2025

A RESOLUTION OF THE NEW HARMONY TOWN COUNCIL AND THE NEW HARMONY SPECIAL SERVICE DISTRICT ACB REGARDING SHARED UTILITY COSTS FOR THE FIRE STATION LOCATED AT 133 EAST CENTER STREET.

WHEREAS the New Harmony Town Council ("Town") and the New Harmony Special Service District ACB ("District") mutually utilize the fire station located at 133 East Center Street, New Harmony, Utah ("Fire Station"); and

WHEREAS the Town and the District recognize the need for a fair and equitable method of allocating utility costs associated with the operation of the Fire Station: and

WHEREAS the Town and the District desire to formalize an agreement regarding the sharing of utility costs.

NOW THEREFORE, BE RESOLVED BY THE NEW HARMONY TOWN COUNCIL AND THE NEW HARMONY VALLEY SPECIAL SERVICE DISTRICT- ADMINISTRATIVE CONTROL BOARD AS FOLLOWS:

1. Cost Sharing Agreement

The Town and the District agree to share the utility costs associated with the Fire Station located at 133 East Center Street, New Harmony, Utah equally.

Each entity shall be responsible for fifty percent (50%) of all utility expenses, including but not limited to electricity, natural gas, water, sewer and garbage services.

2. Payment Terms

Utility costs shall be calculated and invoiced on a quarterly basis.

Each entity shall remit payment for its fifty percent (50%) share within thirty (30) days of receipt of the quarterly invoice.

3. Administration

The Town Clerk, or designee, shall be responsible for collecting and maintaining utility billing statements, preparing and sending the district quarterly invoices for one-half of the noted obligation, including attached copies of each utility bill, and ensuring timely reconciliation of payments.

The District shall designate a representative to coordinate with the Town regarding payment processing record keeping.

4. Duration and Review

This resolution shall remain in effect until amended or rescinded by mutual agreement of both parties.

The Town and the District shall review the cost-sharing arrangement annually to ensure continued fairness and effectiveness.

PASSED, APPROVED AND ADOPTED this 3 day of September 2025

NEW HARMONY TOWN COUNCIL

By

Lowell Prince

_____, Mayor

Attest:

Donnie Prince
Town Clerk

NEW HARMONY SPECIAL SERVICE DISTRICT ACB

By

Patrick Fleckenstein

P_____, Chair

Attest:

Cathy Huck Koff
District Clerk