

**MINUTES OF THE UINTAH ANIMAL CONTROL AND SHELTER SPECIAL SERVICE
DISTRICT BOARD OF DIRECTORS MEETING HELD ON November 14, 2025, at 4:00 p.m., in
the Uintah County Building at 152 East 100 North, Vernal, Utah 84078.**

BOARD MEMBERS PRESENT: Nile Mathisen, Debra Hamaker, and Dan Olsen

STAFF PRESENT: Devin Cobb, Abbigayle Jackson, Donna Long, Colt Atwood, Angel Collins and Justin Moosmann.

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

REQUEST FOR APPROVAL OF THE MINUTES FROM THE October 10, 2025, MEETING:
Debra Hamaker asked if there were any comments, questions, or concerns regarding the minutes from the meeting. The Board had no concerns. *Dan Olsen moved to approve of the minutes as presented. Nile Mathisen seconded the motion. The motion passed with Olsen, Mathisen and Hamaker voting in favor.*

REQUEST FOR THE APPROVAL OF THE REVISED DOG BITE FORM: Devin Cobb explained this new form and the board agreed on this form. *Dan Olsen moved to approve of the minutes as presented. Nile Mathisen seconded the motion. The motion passed with Olsen, Mathisen and Hamaker voting in favor.*

Dan Olsenaye;
Nile Mathisen.....aye
Debra Hamaker.....aye.

REQUEST FOR THE APPROVAL OF THE “FIX IT TICKET” FORM: Devin Cobb explained this new form and the board agreed it would be helpful. *Dan Olsen moved to approve of the minutes as presented. Nile Mathisen seconded the motion. The motion passed with Olsen, Mathisen and Hamaker voting in favor.*

Dan Olsenaye;
Nile Mathisen.....aye
Debra Hamaker.....aye.

HORSE GATHER UPDATE/DISCUSSION: Devin Cobb explained that he conversed with the power plant and they gave their approval to round up horses around their property. Devin also stated he has requested a meeting with the state about moving the allocated money over to a different entity to use for this round up. During this discussion a pre-sterilization fee for all stud horses claimed from this gather and future horse claims from the shelter. The board approved of this pre-sterilization fee.

PUBLIC BUSINESS

1. **PRESENTATION OF THE TENTATIVE BUDGET F7 2026-** Devin Cobb explained he requested a bigger budget from 1,000,000 to 1,148,278.00, because most line-item costs have gone up in cost recently. This request was approved. The shelter also received PILT money. All full-time shelter employees will receive a 5% raise between cost of living and evaluations. Shelter staff will also receive a one-time salary adjustment. Part-time employees will receive \$250 in net pay and full-time employees will receive \$500 in net pay. *Nile Mathisen moved to approve of the budget as presented. Dan Olsen seconded the motion. The motion passed with Olsen, Mathisen and Hamaker voting in favor.*

Dan Olsenaye;
Nile Mathisen.....aye
Debra Hamaker.....aye.

- A. **COLA FY 2026-** Each employee will receive a cost-of-living raise of 3.5%.
- B. **PERSONNEL COSTS-** Personnel costs will go up 1.5%.
- C. **RENEWAL PLAN FY 2026- LISA NIELSON, GALLAGHER BENEFIT SERVICES-** Overall renewal is 4.5%. *Dan Olsen moved to approve of this expenditure. Nile Mathisen seconded the motion. The motion passed with Olsen, Mathisen and Hamaker voting in favor.*

Dan Olsenaye;
Nile Mathisen.....aye
Debra Hamaker.....aye.

- D. **VISION PLAN BENEFIT RENEWAL FY 2026-** Overall renewal is 4.5%. *Dan Olsen moved to approve of this expenditure. Nile Mathisen seconded the motion. The motion passed with Olsen, Mathisen and Hamaker voting in favor.*

Dan Olsenaye;

Nile Mathisen.....aye

Debra Hamaker.....aye.

2. **REQUEST FOR MOTION TO SET DATE AND TIME FOR PUBLIC HEARING ON BUDGET FY 2026-** Devin Cobb suggested December 12, 2025, at 4:30 P.M. *Dan Olsen moved to approve of the scheduled date and time. Nile Mathisen seconded the motion. The motion passed with Olsen, Mathisen and Hamaker voting in favor.*

Dan Olsenaye;

Nile Mathisen.....aye

Debra Hamaker.....aye.

3. **REQUEST FOR MOTION TO SET DATE AND TIME FOR OUBLIC HEARING ON SECOND BUDGET RE-OPENER FY 2026-** Devin Cobb suggested December 12, 2025 at 4:30 P.M. *Dan Olsen moved to approve of the scheduled date and time. Nile Mathisen seconded the motion. The motion passed with Olsen, Mathisen and Hamaker voting in favor.*

Dan Olsenaye;

Nile Mathisen.....aye

Debra Hamaker.....aye.

POLICY AND LEGILATION

NONE

MANAGMENT AND COMMITTEE REPORTS

TREASURER REPORT-: Dan Olsen reported that as of October 31, 2025, there was \$176,046.52 in the Zions account, \$983,368.48 in the regular account, and \$201,282.63 in the capital projects account. Giving the District a total of \$1,360,697.63. During October the District also received the mineral lease deposit, made a transfer of \$80,000 from the regular account to the Zions account, and received dividend deposits in the amounts of \$3553.72 and \$727.40.

The districts dividend rate for the PTIF was 4.2074%

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

Dan Olsenaye;

Nile Mathisen.....aye

Debra Hamaker.....aye.

FINACIAL STATEMENT SEPTEMBER 2025-: The board reviewed this statement and had no concerns.

Dan Olsenaye

Nile Mathisen.....aye

Debra Hamaker.....aye.

DRAFT FINANCIAL STATEMENT OCTOBER 2025-: The board reviewed this statement and had no concerns.

ANIMAL CONTROL STATISTICS-: Colt Atwood discussed animal controls activities during the previous month. Animal control has been busy taking care of and impounding estray horses. One of these estray horses has been into the shelter three separate times now. The owner was cited for this occurrence. Colt also stated he finished his ICS400 training along with Justin Moosmann finishing his ICS300 and ICS400.

SHELTER STATISTICS-: Donna Long stated most of the illnesses in the facility have been mitigated. Best Friends Animal Society (BFAS) had a vet visit the shelter to help with this issue. The new full-time employee is doing great and taking care of vaccines and other projects around the shelter. The limited hourly employee is doing very well too.

DISTRICT ACTIVITIES REPORT-: Devin Cobb stated things at the shelter are running smoothly. Panleukopenia is still an issue with felines. The shelter has a new protocol for these infected cats and PPE to not transfer this illness to healthy cats. The shelter had many rescue releases during the month as well.

The district is still within budget. All together during the month 151 cats and dogs were impounded, Animal Control had 259 calls for service. They also had 9 livestock impounds. The shelter received 75 visitors during the month. Devin also stated he attended the RPC meeting. The shelter is still doing weekly meetings and videos with Amy Massey for "What's What with Amy".

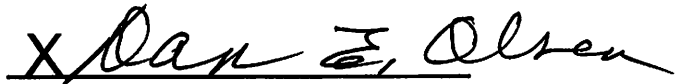
MISCELLANEOUS ADMINISTRATIVE UPDATES & REPORTS: NONE

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:

A handwritten signature in dark ink, appearing to be "Nile Mathisen", written over a horizontal line. The signature is stylized with large loops.

Chair-person

A handwritten signature in dark ink, appearing to be "Dan E. Olsen", written over a horizontal line. The signature is written in a cursive style.

Secretary