

**DRAFT MINUTES OF REGULAR PUBLIC MEETING  
DRAFT MINUTES OF 2026 PUBLIC BUDGET HEARING  
Northwestern Special Service District  
Held January 15, 2026 at 6:30 PM  
Central Fire Station – 155 E. Center St, Central , UT 84722**

Board Members Present:

Mike Johnson – Veyo  
Mark Cain – Central  
Slade Hughes – Veyo  
John Leavitt – Veyo  
Rosemary D’Amato – Central via Audio Link  
Clerk Paula Guthrie – via Audio Link

Fire Chief’s Present:

District Chief Guthrie  
Central Chief Flores  
Veyo Chief Larsen

5 Members of the public were in attendance.

The meeting was called to order at 6:30 pm, followed by the Pledge of Allegiance and Invocation. The swearing in of newly appointed Director John Leavitt, and reappointed Directors Slade Hughes and Mark Cain, was conducted by Board Chairman Mike Johnson.

A discussion of 2026 Board Positions followed for Chair, Vice Chair, Treasurer, Clerk, and Public Information Officer (PIO). Mike Johnson was reappointed as Board Chair, Mark Cain remained as Vice Chair, Rosemary D’Amato accepted the position of Treasurer, Slade Hughes continued as PIO, and John Leavitt is Director at Large. Paula Guthrie kindly agreed to continue her duties as District Clerk, with emphasis on accounts receivable.

Additional Duties were then given to board members as follows:

Mike Johnson – Director of Information Services;  
Slade Hughes – Director of Website Design & Maintenance;  
Rosemary D’Amato – Director of Social Media Design & Maintenance;  
Mark Cain – District Purchasing Officer, Communications Officer, and Financial Aide  
John Leavett – To be determined  
District Chief Guthrie – Budget Officer

The Minutes of the December 16, 2025 Board Meeting were approved, followed by a discussion of the 2025 End-Of-Year Accounting. The board then discussed the appointment of a permanent District Finance Committee. Resolution 2026-0115-02 passed 5-0, creating the committee and appointing initial members.

At 6:56 pm, Director Johnson closed the Regular Meeting and opened a Public Hearing on proposed 2026 Budget. After the budget presentation by staff, a brief public discussion of the proposed budget ensued. The Public Hearing concluded at 7:09 pm and the Regular Board Meeting was reopened.

After a brief discussion, the Board then passed Resolution 2026-0115-01, approving the 2026 Operational Budget – Passed 5-0.

The Board discussed 2026 Standby Fee Billing issues and set a soft target of mailing invoices by February 15, 2026 with the *2025 Year in Review* newsletter included.

A Draft Statement of Purpose was presented by Director Cain regarding the creation of a Northwest Fire & Rescue Auxiliary. Further discussion was tabled at this time.

An RFP for 2026 Routine & Emergency Repairs for fire department bay doors was approved 5-0. Director Cain will email the invitations to local vendors.

A Certificate of Appreciation was approved 5-0, for the St. George Dixie Elks Lodge 1743 for a directed financial donation given to the Central Fire Department for a CPR device. A presentation plaque was developed by Director Cain. It will be presented to Elks members at a future meeting of theirs.

The District office server is online with training to be provided as necessary by IT Director Johnson.

**Station Chief's Reports:**

Central Fire Chief Flores reported four medical, four accident, and one fire call; Veyo Chief Larsen reported that Veyo had several routine calls for service; District Chief Guthrie provided a District report and an overview of calls for Gunlock & Brookside Fire Departments.

**Directors Comments:**

Director D'Amato – Central (Via Phone) has started a Northwest Fire & Rescue Facebook page. The District webmaster will provide a link to it on the District's Home Page @ [www.nwssd.utah.gov](http://www.nwssd.utah.gov) This is the same URL as the new NWSSD Annual Billing Payment Link.

Final Public Comments: None. The meeting was adjourned at 8:16 pm.

**2026 REGULAR 2<sup>nd</sup> Tuesday BOARD MEETING SCHEDULE – Meetings start at 6:30 pm**

January 15 – Central Fire Department  
February 10 – Brookside Fire Department  
March 10 – Veyo Fire Department  
April 14 – Gunlock Fire Department  
May 12 – Central Fire Department  
June 09 – Brookside Fire Department

July 14 – Veyo Fire Department  
August 11 – Gunlock Fire Department  
September 08 – Central Fire Dept  
October 13 – Brookside Fire Dept  
November 10 – Veyo Fire Department  
December 08 – Central Fire Department