

**MINUTES OF THE UTAH ANIMAL CONTROL AND SHELTER SPECIAL SERVICE
DISTRICT BOARD OF DIRECTORS MEETING HELD ON** February 12, 2026 at 4:00 p.m., in the
Uintah County Building at 152 East 100 North, Vernal, Utah 84078.

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

STAFF PRESENT: Devin Cobb, Donna Long, Abbigayle Jackson and Colt Atwood.

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

REQUEST FOR APPROVAL OF THE MINUTES FROM THE JANUARY 8, 2026, MEETING:
Debra Hamaker asked if there were any comments, questions, or concerns regarding the minutes from the meeting. The Board had no concerns. *Nile Mathisen moved to approve the minutes as presented. Dan Olsen seconded the motion. The motion passed with Olsen, Mathisen, Hamaker and Porter voting in favor.*

STANDING BUSINESS

REQUEST FOR THE APPROVAL OF THE NEW RESCUE CORDINATOR JOB

DESCRIPTION: Donna Long explained the old description for this job needed updated as some of the assigned duties were no longer required. The board reviewed this and approved this description. *Nile Mathisen motioned to approve this request. Dan Olsen seconded this motion. The motion passed with Olsen, Mathisen, Hamaker and Porter voting in favor.*

REQUEST FOR THE APPROVAL OF THE NEW RECORD CLERK/ SUPERVISOR JOB

DESCRIPTION: Donna Long explained this new description and how it would be better to define the job duties for this position. *Nick Porter motioned to approve this request. Nile Mathisen seconded this motion. The motion passed with Olsen, Mathisen, Hamaker and Porter voting in favor.*

REQUEST FOR THE APPROVAL OF THE NEW PAYMENT PROCESSING SYSTEM: Devin Cobb explained this system and how it would change the payment process for the shelter. These changes would include a QR code for quick payment and easier processing. The board reviewed this and approved this change. *Dan Olsen moved to approve this change. Nick Porter seconded this motion. The motion passed with Olsen, Mathisen, Hamaker and Porter voting in favor.*

FINAL HORSE GATHER UPDATE: Devin Cobb stated that the wild horse gather went very well. All together 248 stray horses were captured. Out of these 248 horses, 5 were branded and were seized by the shelter. The shelters contract with Sampson Livestock went well and was fulfilled entirely. No injuries or casualties were reported for this event.

PUBLIC BUISNESS

NONE

POLICY & LEGISLATION

NONE

MANAGEMENT & COMMITTEE REPORTS

TREASURER REPORT-: Dan Olsen reported that as of January 31, 2026, there was \$235,999.40 in the Zions account, \$944,138.33 in the PTIF (regular) account, and \$203,318.52 in the PTIF (capital projects) account. Giving the District a total of \$1,383,456.25. During January the District also received the mineral lease deposit in the amount of \$83,333.33, and made a transfer of \$50,000 from the regular account to the Zions account as well as a transfer of \$89,280.00 for the Sampson Livestock invoice. In total the Zions account received dividend deposits in the amounts of \$3286.20 and \$664.01.

The districts dividend rate for the PTIF was 3.8579%

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

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

FINANCIAL STATEMENT DECEMBER 2025-: The board reviewed this statement and had no concerns. Nile moved to approve Dan seconded *Nile Mathisen moved to approve this statement. Dan Olsen seconded this motion. The motion passed with Olsen, Mathisen, Hamaker and Porter voting in favor.*

DRAFT FINANCIAL STATEMENT JANUARY 2026-: The board reviewed this statement and had no concerns

ANIMAL CONTROL STATISTICS-: Colt Atwood explained all the seized horses were tested for Coggins and all were negative. Colt also stated he was injured while doing these tests and was transported to urgent care for appropriate care. Colt Atwood also explained all officers have been dealing with a cat hoarding situation and the shelter is working hard to accommodate this influx. Colt Atwood also stated Angel Collins and Justin Moosmann attended the yearly UACOA training in Saint George, Utah.

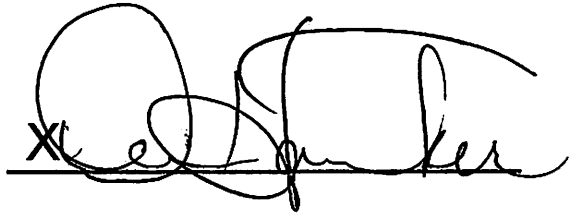
SHELTER STATISTICS-: Donna Long explained things are going well. The shelter had 18 adoptions for the month of January 2026. A mandatory volunteer training course has been implemented to line out better rules and regulations for animal and human safety at the shelter. Illness inside the facility has been down to 1%. A lot of extra cleaning and organizing has been happening to equate this. The front office also received new updates including desks and chairs for office staff.

DISTRICT ACTIVITIES REPORT-: Devin Cobb explained the new volunteer training is going well. The horse gather consisted of long days and some unfavorable weather but was successful. The shelter had multiple rescue pulls during the month. The shelter is still operating within budget. All together for the month of January Animal Control received 192 calls for service, 57 dogs were impounded, 40 cats and 7 miscellaneous livestock. The shelter received 121 visitors during the month. Devin also stated he, Donna, Abbi and Colt attended the Workplace Violence and Harassment training held at Vernal City.

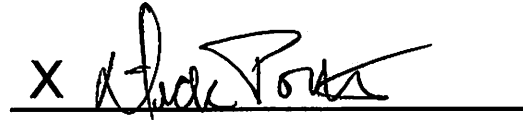
MISCELLANEOUS ADMINISTRATIVE UPDATES & REPORTS: None

ADJOURN: There being no further discussion, *Nile moved to adjourn the meeting. Dan seconded the motion. The motion passed with a unanimous vote, and the meeting was adjourned.*

ATTEST:

A handwritten signature in black ink, featuring a large, stylized initial 'X' followed by several loops and a long horizontal stroke at the end.

Chair-person

A handwritten signature in black ink, starting with a large 'X' followed by the name 'Alice Torres' in a cursive script, ending with a horizontal line.

Secretary