

North Utah Valley Animal Services Special Service District

Board Meeting Minutes

February 26th, 2026

108 South 100 East, Pleasant Grove, Utah 84062

BOARD MEMBERS PRESENT

American Fork	Ryan Archuleta
Cedar Hills	Chandler Goodwin
Eagle Mountain	Fionnuala Kofoed
Highland	Scott Smith
Lehi	Chad Ray
Orem	Blake Fenn
Orem	Kris Pease
Pleasant Grove	Carl Nielson
Utah County	Steve Alder

BOARD MEMBERS ABSENT

Lindon	Orlando Ruiz
Saratoga Springs	Owen Jackson
Utah County	Yvette Rice
Vineyard	Eric Ellis

OTHERS PRESENT

CEO/Director	Tug Gettling
Legal Counsel	Laramie Merritt
Minutes	Shaylee Wisner

OPEN THE MEETING

1. **Welcome and Introductions:** Chandler Goodwin welcomed everyone and started the meeting at 10:05 AM.
2. **Prayer/Thought:** Prayer offered by Scott Smith.

WORK SESSION ITEMS

1. **No Items:**

PUBLIC HEARING ITEMS

1. **No Items:**

GENERAL MEETING ITEMS

1. **Public Comment:** Karen McCoy offered kudos to American Fork City for promoting TNVR through their newsletter and website. She noted that Best Friends Clinic in Orem offers TVNR services for the public two days a week for \$1 per procedure.

2. **Review and Approve Minutes from the January 29, 2026 Meeting:** Steve Alder made a motion to approve the minutes from the January 29, 2026 Board Meeting, Scott Smith seconded the motion. All in favor, motion carried.
3. **Financial Report:** Tug Gettling
 - a. Check Register: Tug reported that the two biggest expenses for January were utilities and veterinarian services. He explained the veterinarian that oversees the rabies program also examines animals at the shelter while he is there, rather than needing to take the animals to the vet clinic at a higher cost.
 - b. Financial Report: 65% of the year has passed. Income is at 81.8% and expenses are at 55.8%. Income for owner surrenders is low, at 34%, because they have only recently started opening intake for owner surrendered animals. Insurance and Workers Comp Insurance show higher expenses, but are typically paid in a lump sum, instead of every month. \$65,000 of the roof replacement has already been paid, and the remaining \$27,000 bill was received yesterday. The expected cost was pretty accurate, and was paid out of Capital Outlay.
4. **Shelter Progress Report:** Tug Gettling
 - a. All facilities are currently working.
 - b. NUVAS is fully staffed.
 - c. Animal Numbers:
 - i. There is another historic low number of animals in the shelter, with 15 cats and 31 dogs.
 - ii. 66% redemption rate for dogs in January, with a 93% live release rate.
 - iii. 18% redemption rate for cats in January, with a 56% live release rate.
 - d. Events:
 - i. Ability 1st Utah has been gathering donations for the shelter
 - ii. Many donations of collars, leashes, toys, cat litter, etc. have been received.
 - iii. A pet supply company went out of business and donated their leftover stock of collars and jackets.
 - iv. A group from ATEC did a tour of the shelter.
 - v. A Young Women's group did a tour of the shelter.
 - e. There is a lot of interest in volunteering. NUVAS is accepting one-time and group volunteers.
 - f. There are a total of 78 rescue groups working with NUVAS.
 - g. The new Facebook page is doing well so far, with 77 followers. They are focusing on highlighting adoptable animals, as well as those that have been successfully adopted and are going to new homes.
 - h. RFP: The contract revisions for Animal Shelter Services are completed and have been sent out. The evaluation is expected to begin sometime next month and take 12 weeks.
 - i. Interlocal Agreement: Orem City sent a new agreement for HR, payroll, and accounting services for NUVAS for \$3,000 per year.
 - j. Fionnuala asked if Tug knew what has been contributing to lower animal numbers in the shelter recently. Tug responded that he is unsure of the cause, and mentioned that other shelters and rescue groups are seeing lower animal numbers as well. For cats especially, they get adopted quickly or are pulled by a rescue group within a matter of days. Tug believes that better pet ownership, animal licensing, and microchipping are contributing to the low intake numbers, in addition to efforts from other rescue groups.
5. **Terms of Office Review:** Tug quickly reviewed the terms of office, and noted that for board members whose terms have expired or are expiring soon will need to be sworn in again and submit any missing documents. The board discussed where they need to go to be sworn in, and Tug explained if they already have a training certificate for another Special Service District, it will work for NUVASSSD as well.

6. **Election of Board Officers:** The election of board officers for the coming year took place. Scott Smith nominated Yvette Rice for Chair, Chad Ray seconded the motion. All in favor, motion carried. Chandler Goodwin nominated Scott Smith for Vice Chair, Fionnuala Kofoed seconded the motion. All in favor, motion carried. Scott Smith nominated Chandler Goodwin for Treasurer, Steve Alder seconded the motion. All in favor, motion carried.
7. **Discuss Legal Counsel Representation:** Laramie informed the board that his partner Tucker Hanson is retiring and the firm will transition to Merritt-Egner Law. After some discussion among the board members, Laramie said he will provide a new contract for the board to review, to determine if they will keep his services or reach out to other law firms.
8. **Open and Public Meetings Act Training:** Laramie conducted a training of the Open and Public Meetings Act (OPMA). He reviewed the definitions of several terms and explained that OPMA ensures transparency of business operations to the public. Meetings must be made available to the public to attend or review, and all decisions or formal actions can only be made in open meetings with a quorum of board members present. Written minutes and a recording of all meetings will be available as well. Laramie ended the training by pointing out amendments made to OPMA in the last couple of years.
9. **Other Business:**
10. **Adjourn:** Chandler adjourned the meeting at 10:58 AM.

CLOSED DOOR SESSION

1. **No Items**

Next Meeting: March 26, 2026 @ 10:00 AM