

NEW HARMONY VALLEY SPECIAL SERVICE DISTRICT

ADMINISTRATIVE CONTROL BOARD MEETING

April 15, 2026
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 7:06pm.
- II. **Pledge of Allegiance: By Invitation.**
- III. **Attendance: Cathye Huckaby.**
 - a. Board Members' Present: Pat Fleckenstein, Chairperson; John Southwick, Treasurer; Eric Kerns, Member; Tim Beam, Member; Member, Cathye Huckaby, Board Clerk/Office Manager.
 - b. Board Members Absent: Ryan Frisby, Vice Chairperson.
 - c. Harmony Valley Fire Department: Fire Chief Jim Banks.
 - d. Fire Association: Tamra Banks, Member
 - e. Community: None
- IV. **Reading and Approval of Previous ACB Meeting Minutes: Pat Fleckenstein.**
 - a. March 18, 2026, Administrative Control Board (ACB) meeting minutes were emailed to each member prior to this meeting. Members had a chance to review the minutes and make changes. No changes were requested (See Attached).

Motion: Eric Kerns made a motion that the ACB Meeting Minutes for March 18, 2026, be approved as reviewed. John Southwick seconded the motion. Motion carried unanimously by all present.

- V. **Financial Report: John Southwick/ Cathye Huckaby.**
 - a. NHVSSD Balance Sheet dated 4-13-2026 was reviewed (See Attached).
 - b. NHVSSD Budgets vs Actuals FY 2026 January – December 2026, as of 4-13-2026 was reviewed (See Attached).
 - c. NHVSSD Expense Report from 3-1-2026 to 4-13-2026 was reviewed (See Attached).
 - d. Notable mentions:
 - Line-Item Operations and Maintenance: 70% of the budget was used in the first quarter.
 1. Recent significant expense was a \$17,000 invoice for repairs on Engine 182, including its pump basin.
 - Line-item Training: 86% of the budget has been used in this 1Qtr, primarily due to pre-paying for EMT courses.
 1. There are currently four people in the EMT program.
 2. Training costs are increasing due to new billing for Winter Fire School, which was previously unbilled.
 3. The EMT course costs \$1,500 per student, plus an additional \$150 for textbooks.

- Meals and Traveling: This category also show high expenditure mainly because of the expenses listed above.
 - Utilities: Costs are expected to rise due to billing for the new fire station.
- e. In review of our current spending the board will need to consider moving contingency funds to the general account at our mid-year budget hearing.
- A mid-year budget review will be held in July

VI. *Motion: Eric Kerns made a motion to accept the financial report as reviewed and discussed. Tim Beam seconded the motion. Motion carried unanimously by all present.*

VI. Truth in Taxation (TNT) Update: Pat Fleckenstein.

- a. Pat Flakenstien and Cathye Huckaby met and formed a working group to Initial steps have been taken for a tax increase resolution, following the successful process from 2024.
- b. Pat Fleckenstein has initiated contact with the Washington County Official TNT (Truth in Taxation) representative, Adrian Harvell, who has taken over from Ryan Sullivan in assisting with this endeavor. Ryan is still supervising.
- c. Pat sent an email to Adrain outlining the board's intention to pursue a tax increase (See Attached).
- d. At our request Karl Ruthledge, Washington County emailed both Cathye Huckaby and Pat Fleckenstein the average Residential Market Value in New Harmony for 2025, which was \$743,660. The number of homes in 2024 was 684, in 2026 that number is 705. (See Attached).
- e. Pat drafted a new resolution that includes these updated numbers, mirroring the format of the successful 2024 resolution, even though the TNT representative stated it was not strictly necessary.
- f. Pat will get the drafted tax increase resolution signed to submit it with the official records.
- g. The board confirmed that the next step is to solidify the specific dollar amount for the tax increase request. The discussion involved the amount of increase needed to properly augment the NHVSSD's Budget in the coming years. The board too arguments supporting an increase anywhere between \$50,000 to \$150,000. The increase is needed due to a.) declining revenue streams b.) limiting dependency on secondary income sources such as Fire Association donations, c.) not having adequately addressed the cost of operations increases from 2000 – 2023 at the last TNT, only asking for the cost of the new engine payment.
- h. Cathye Huckaby presented an analysis of revenue vs expenditure trends from 2023 to 2026 to support the proposed increase. (See Attached)
 - Line-item Charges for Services: This revenue is highly fluctuating and unreliable, despite a 168% increase from 2023 to 2025. The 2025 figure was inflated by a large payment for a freeway fire truck incident.
 - Line-item Grants: Revenue dropped from \$18,000 in 2023 to 0 and is not expected to return without a dedicated grant writer.
 - Line-item Impact Fees: This source has seen a steady decline of about 27% over the last three years.

- New Harmony Fire Association (NHFA) Donations: This is the secondary source of income for the NHVSSD budget, but it is donation-based and therefore not guaranteed.
 - In 2023, NHFA donated \$43,000 in monetary and matching grants i.e., ambulance, boots, and turnouts.
 - In 2025, they donated approximately \$29,000 toward retrofitting the new fire engine.
 - Currently FY 2026, NHFA is committed to donate \$20,000 towards the new air compressor.
 - Future funding is at risk as the town has discussed canceling or taking over the Apple Festival. The Apple Festival is the association's primary and largest fund-raising event.
 - Key Decision: Sonia will contact Lowell by May 1st to request the park for the Apple Festival, proceeding as planned until a formal decision is made by the town. - Rationale: Vendors are beginning to plan their schedules.
 - Line-item Administration & Contracted Services: Both rose by 26%.
 - Line item EMR (Emergency Medical Response): This is a new and unknown expense category. Expected to at least double as the department becomes licensed for EMR-Non transport.
 - Line-item Insurance: Workers' Comp increased by 20% (almost \$2,000).
 - Line-item Operations & Maintenance/Repairs: Costs are rising due to aging equipment, in the first quarter the NHVSSD spent (\$24,900) nearing previous annual totals.
 - Line-item Training: Costs are up due to EMT courses and Winter School.
 - The documented budget shortfall is at minimum (not including the unknown) \$22,800, in addition to the \$26,000 historically covered by donations.
- i. Pat Fleckenstein suggested that the analysis of rising costs justifies the proposed budget increase, highlighting that the department should not rely on donations for necessities.
- The core issue is a budget that has not kept up with the cost of living or been adjusted to stop relying on donations. A figure for the Truth in Taxation (T&T) increase needs to be finalized to justify the need.
 - A factor in the discussion is how long the Board can and will use Impact Fees to make the next 14 years' payment on the new engine.
 - The board debated how to interpret a prior decision regarding the use of impact fees for a fire apparatus payment.
 - John Southwick asserts that impact fees are legally restricted to two uses: buildings or apparatus, and the board has already designated the current fees for apparatus payments. He agrees they have done this for three years.
 - Cathye Huckaby clarifies that the board's decision, recorded in the minutes, was to use impact fees for the apparatus for only three to four years, with the specific intent not to deplete the entire impact fee fund.
 - Pat Fleckenstein adds that the board's intention was to move away from relying solely on impact fees to pay for the fire engine, thereby freeing up those funds for other permitted uses like a building or other apparatus.
- j. The board discussed the justification for an upcoming budget increase and the public messaging strategy.
- Cathye Huckaby states the original goal was to create a solid budget that does not depend on secondary source income like donations and impact fees.

- It was noted a previous promise was made during a Truth in Taxation (TNT) process to pay for the truck from the budget, and while that is happening, they cannot use the same justification for a new increase. They now need new, solid data to support the current request.
 - Pat believes the justification for the increase is "so simple to explain", particularly with the numbers laid out.
 - Pat reported on a successful meeting with County Commissioners Adams, Snow and Victor Iverson regarding the intended budget increase.
- k. Pat met with Commissioners Adams and Iverson to discuss the board's intention to seek a budget increase, using information and numbers provided by Cathye Huckaby.
- l. The Commissioners were supportive of the increase considering all the following: operating cost inflation, purchase of a \$35,000 Air Compressor; NHVSSD depending on donations from HVFA to meet budgetary inadequacies; at least three apparatuses will need extensive work or replacement within the next five years.
- m. The primary discussion of the board was to determine the appropriate amount for the budget increase, weighing a smaller recurring request against a larger, less frequent one.
- During the meeting with commissioners, Pat mentioned an initial figure of \$50,000 for the increase.
 - One commissioner advised against "nickel-and-diming" the public with smaller increases every few years, suggesting instead "pull the band-aid" and request a larger amount sufficient to stabilize the budget for the next five years.
 - Pat Fleckenstein suggested that a \$50,000 figure is "easy to justify" based on numbers presented, however, not sufficient enough to stop another TNT from being needed in a couple of years.
 - The group reviewed the math of the previous increase: A \$50,000 increase was a 50% increase to the former \$100,000 budget. The current budget is now \$155,000.
 - The board connected the budget increase to maintaining the ISO rating and managing growth.
 - Pat noted that looking at budgets from the early 2000s, a proportional budget today would be around \$250,000.
 - Since the last increase, 100 new households have been added to the community. This increases the number of calls for service. It also spreads the tax burden across more households, lowering the individual contribution.
 - i. Pat discussed the potential for a budget increase to positively impact the community's ISO rating, which is currently a "good" 5/5X.
 - ii. While improving the rating is unlikely, the goal is to prevent it from slipping lower, which would have a "drastic effect" on residents' insurance rates and availability.
 - iii. The ISO rating is worthwhile due to its direct financial correlation for residents and that the board needs to decide on a final number for the budget increase.
 - The immediate need to replace "Command 181" (James's truck) was identified as a critical, unbudgeted expenditure.
 - Cathye Huckaby directed the board to consider the apparatus list, specifically highlighting the poor condition of James's truck. (See Attached.)
- n. The board agrees to pursue a larger budget increase and create a formal vehicle replacement plan, while noting tax rate limits.

- John Southwick agreed with the commissioner's advice to "go big" on the budget request, suggesting a figure of \$150,000, to avoid repeating the TNT process every few years.
- An increase approved now would not be seen until the 2028 budget (funds arriving late 2027). John stated this is justifiable due to inflation and rising fuel costs.
- Eric Kerns made the argument that more \$50,000 but less than \$100,000 would be easier on the community and meet our immediate needs, even if another TNT application would be necessary in the future.
- Pat advocated for solidifying a formal replacement plan for vehicles and equipment.
- John supported creating a formal vehicle replacement category in the budget, which would strengthen future CIB loan applications by showing dedicated funds.
- Cathye Huckaby noted the legal tax rate limit of .0008, currently it is at .000445.
- The board debates the appropriate size of a budget increase, weighing resident perception against historical underfunding.
- Pat expressed personal discomfort with doubling the budget.
- John argued that the proposed tax increase of \$150,000 would be justified and agreed with the commissioner not to "nickel and dime each year
- The group analyzes recent housing growth in the valley to determine if it justifies a larger budget increase.
- Discussion shifts to the justification for recurring budget increases and a potential \$100,000 target.
- Cathye noted that the previous \$50,000 increase was based solely on truck-related costs and failed to account for the fact that the budget had not kept pace with the cost of living for the past 20-30 years.
- John added that this issue of being "behind the eight ball" has not been addressed and has worsened over the last four years.
- The group debates the strategy for communicating the need for a significant budget increase to residents.
- Key Decision: The group agreed to obtain an example property tax bill to illustrate how the fire department portion of taxes has decreased over the last five years (excluding the last TNT increase). Jim Banks offered to provide his own property tax bill for this purpose, with personal information redacted.
- The need to self-fund future equipment replacements, such as SCBAs, is identified as another key budget justification.

Motion: Eric Kerns made a motion to proceed with the Truth in Taxation Process, to increase the NHVSSD budget by \$80,000. Tim Beam second the motion. Motion carried, supported by Eric Kerns, Time Beam, Pat Fleckenstein, opposed John Southwick.

VII. EMR Licensing Project: Chief Banks.

- a. Chief Banks and three other volunteers are currently taking courses in EMT Licensing's. The district is picking up the costs.
- b. The district licensing process is extensive; the work committee is making progress.
 - Four apparatuses will be licensed and outfitted: the engine, two squads, and Command 18. This incurs a \$250 annual fee per vehicle.
 - EMR certification is required to participate in the rural EMS insurance program, a "fantastic recruiting tool."

- To qualify for the insurance, personnel must become nationally certified and respond to at least 20% of medical aid calls.
- The department pursuing EMT certification, which introduces new equipment, reporting, and cost requirements.

c. Equipment Requirements:

- AEDs: The department has AEDs for every piece of rolling stock. These were purchased refurbished to save money, as new units can cost \$1,000-\$2,000 each.
- Oxygen: Oxygen equipment is required on each vehicle. The department previously had an agreement with Gold Cross to supply and exchange tanks, for which the department had purchased four extra tanks to add to Gold Cross's rotation. Some vehicles still lack oxygen equipment that will need to be purchased.
- Miscellaneous Supplies: A variety of other supplies are required. An example of a relaxed requirement is that only one ring cutter is needed per organization, whereas previously it was required per vehicle.

d. Reporting and Protocol Requirements:

- EPCR: The department must participate in the electronic Patient Care Report (EPCR) system. Each time a patient is treated, a report must be completed and submitted to both the state and the department's medical director for review.
- Standing Orders: The department must adopt the state's standard list of protocols and standing orders, ensuring all members are knowledgeable and copies are available in each vehicle, electronically via tablets.
- Unknown Costs: Pat Fleckenstein noted that the full cost details for some items, like tablets for EPCR, are not yet known.

e. EMT certification will require managing new medication and supplying lifecycles, adding recurring costs.

f. AED Maintenance:

- The department is already trained in and uses AEDs several times a year.
- AED pads expire about every 18 months, rendering the device inoperable until they are replaced. Each replacement costs around \$75.
- AED batteries also need periodic replacement at a cost of several hundred dollars each.
- The department supports and maintains an additional public AED located in the town.

g. Medication Requirements:

- EMT licensing mandates that the department carry certain medications, which must be maintained, documented, and replaced as they expire.
- Epinephrine: The protocol has shifted from using expensive EpiPens (which cost up to \$700 each) to manually drawing epinephrine from a vial with a syringe. This requires additional training but is more cost-effective.
- Other required medications include Albuterol.
- Many of these medications remain stable at room temperature and are typically effective for around two years.

- f. Pat Fleckenstein has initiated preliminary discussions with county commissioners regarding the long-term role of Gold Cross ambulance services in the valley.
- Pat believes that the department's pursuit of a non-transport EMR (Emergency Medical Responder) license could eventually lead to a conversation about the presence of Gold Cross in the valley, which would be beneficial for both the community and the department.
 - An example was cited of Veyo and Dameron Valley, where fear of the local department starting a transport service was a major issue. Veyo received an ambulance three days after securing its license.
 - The commissioners were reported to be "exceptionally open" to future discussions on the topic.
 - They requested that the department first establish its EMR service to understand its operations and impact before re-engaging in a conversation about approaching Gold Cross.
 - This initial operational period will also generate data on call volume and costs.

VIII. Engine182: Chief Banks

- a. As previously reported, Engine 182 (a 14-year-old apparatus) stopped working the week the new engine (Engine 181) was put into service. J.D. Mobile fixed the engine and Chief Banks and Wes Goodman were able to get the apparatus to Salt Lake for repairs that cost \$17,275.
- b. Engine 182 is now in service at the town station, bringing it to ISO standards. Town station personnel have been trained.
- Crews will take the engine for fires and a smaller squad for medical calls.

IX. Town- NHVSSD MOU Agreement, the Use of the Town Station.

- a. Tabled no longer deemed necessary.

X. Chairperson Report: Pat Fleckenstein.

- a. In his meeting Pat discussed with the Washington County Commissioners the proposed connector road between I-15 Fwy exit 40 and 42. This was a follow-up discussion from meetings held in 2024 with Clay Huckaby, Jim Banks, the PRI Representative from The Church of Jesus Christ of Latter Day Saints and the County Commissioners, wherein it was discussed that the church would provide property for the frontage road and the County would build the road.
- A past commitment was made by County Roads and PRI (the real estate side of the church) to conduct a survey on the feasibility of a connector road (either a frontage road or a loop).
 - It was learned that the survey was completed, but the County Road Department stated they would not share the results.
 - Pat expressed to the commissioners the critical need for this road to prevent a serious incident, referring to the Foresight fire as an example of what could happen.
 - The commissioners are now taking the issue very seriously and have a plan they intend to start implementing immediately.
 - Pat committed to following up with the commissioners to ensure accountability and prevent the issue from being tabled for another year.

XI. Board Member's Report:

- a. No additional Reporting.

XII. Fire Chief's Report: Jim Banks.

- a. Air Compressor is ordered. The Fire Association will cover \$20,000 of the cost; the district will pay the remaining balance of approximately \$15,000.
- b. As previously mentioned, Command 181, F150 transmission is going out again. The district could investigate a low interest loan again from CIB to purchase a new vehicle.

XIII. Office Manager/Board Clerk Report: Cathye Huckaby.

- a. No additional reporting.

XIV. Fire Association Reports: Tamra Banks

- a. Tamra Banks, New Harmony Fire Association Representative, discussed the challenges of finding alternative locations for the Apple Festival. As previously discussed, the Town is in talks regarding no longer allowing the town park for the function.
 - Pat Fleckenstein informed the commissioners that a sizable portion of the fire district's funding comes from the Association, which relies heavily on the Apple Festival. He noted this is not a sustainable business model and that the festival's future is on "shaky grounds."
 - The commissioners were upset about the pushback the festival is receiving and offered a solution.
 - Commissioner Iverson, while understanding the "quaintness" of the current location, stated the county is "more than willing to at the drop of a hat" allow the use of county property for the event if necessary.
 - Tamra Banks detailed the logistical problems with alternative locations that have been considered (e.g., Water Department, Frisbee Farms, property across the street, the library).
 - The primary issue with all alternatives is the lack of adequate parking, especially in case of rain.
 - Frisbee Farms presents additional challenges: vendors would be on gravel, which is unsuitable for attendees with wheelchairs, strollers, or canes, and the event would conflict with their own popular Halloween activities in October.
 - Tamra noted the festival's growing popularity ("victim of their own success"), which increases attendance and parking pressure, even if the number of vendors (currently 80) remains the same.
 - The current issue with the town is being led by an individual named Marty Larsen, who is waiting for a survey to be completed before engaging in further discussion.
 - Tamra clarified that the town has not taken any official action (no motion has been made), so the event's status is currently "status quo" from last year, with no formal contract in place.
 - The future of the Apple Festival is uncertain due to a potential change in town leadership.
 - A search is underway for a permanent location for the festival, with efforts focused on securing a park through a county grant program. Tamra was directed to the Recreation and Arts Program (RAP) grant application available from the county.
 - Action Item: Tamra Banks - Go to the county office to pick up the RAP grant application and begin the process. The group discussed the possibility of acquiring land from PRI for a community center and park, building on previous conversation.
- b. The upcoming Pancake Breakfast fundraiser and community outreach event details were finalized.
 - Date & Time: May 16th, from 8:00 AM to 11:00 AM.
 - Location: At the Kolob Fire Station.

- Cost: \$8 for adults, \$5 for kids (same as last year).
 - Activities & Responsibilities:
 - Action Item: John Southwick - Provide fire mitigation information and chipping sign-ups. - [May 16th].
 - Richard will provide a firefighter demonstration, involving a donated car.
 - The event is considered a minor fundraiser, with the primary goal being community awareness and engagement.
- c. Planning is underway for a Community Cleanup day and a volunteer appreciation event. The date has not been set. Potential dates being considered are May 23rd or June 6th.
- d. Volunteer Appreciation Event: This is a "save the date" announcement, intended only for the people in the room. Date: June 13th. The event is for firefighters and volunteers who have contributed significant hours. The association will cover the cost of the event, which will feature music, cornhole, and a food truck from "The Drunken Butchers."
- e. An outstanding action item for Pat to pick up maps from the GIS office was discussed. Tamra offered to pick them up herself since she would be going to the county building for the RAP grant application.

XV. Community Remarks:

- a. None.

XVI. Meeting Adjourned: Pat Fleckenstein.

- a. Meeting Adjourned at 8:38pm.

Motion: Eric Kerns 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 4-15-25

Utah Public Notice: (4-16-26, 3-17-26)

ACB Meeting Minutes 3-18-26

NHVSSD Balance Sheet dated 4-13-26.

NHVSSD Budgets vs Actuals FY 2026 January – December 2026, as of 4-13-2025 was reviewed

NHVSSD Expense Report from 3-1-2026 to 4-13-2026 was reviewed.

Email: 4-15-26: Notice of Intent to Increase Tax Rate.

TNT Points to Consider

NHVSSD Expense Comparison FY2023-FY 2026 as pf 4-14-26

Proposed Resolution No. NHVSSD R 2026-2

**NEW HARMONY VALLEY SPECIAL SERVICE DISTRICT
Administrative Control Board Hearing
April 15, 2026
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. **Truth In Taxation (TNT) Update: Pat Fleckenstein**
- VII. **EMR Licensing Project: Chief Banks**
- VIII. **Engine 182: Chief Banks**
 - **Expense to fix \$17,251.17**
- IX. **Town – NHVSSD MOU Agreement Regarding the Town Station.**
- X. **Chairperson Report: Pat Fleckenstein**
- XI. **Board Member Reports:**
- XII. **Fire Chief Report: Jim Banks**
 - **Air Compressor**
 - **Meeting with PIA**
 - **Meeting with Commissioners**
- XIII. **Report Office Manager: Cathye Huckaby**
 - **Increases since 2023**
- XIV. **Fire Association Reports:**
- XV. **Community Remarks:**
- XVI. **Meeting Adjourned:**

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Public Notice Updated for New Harmony Administrative Control Board



From <support@helpdesk.utah.gov>
To <cathye.huckaby@newharmonyfire.org>
Date 2026-04-13 16:31

Utah Public Notice

Revised Notice

[New Harmony Administrative Control Board](#)

[View this notice and download a calendar invite](#)

Notice Date & Time: 4/15/26 7:00 PM -4/15/26 9:00 PM

Description/Agenda:

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Administrative Control Board Hearing
April 15, 2026
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 - Balance Sheet.
 - Budget vs Actuals.
 - Expenditures.
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- XI. Board Member Reports:
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 - Meeting with Commissioners
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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:

Cathy Huckaby , cathy.huckaby@newharmonyfire.org, (435)767-1893

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Public Notice for New Harmony Administrative Control Board



From <support@helpdesk.utah.gov>
To <cathye.huckaby@newharmonyfire.org>
Date 2026-03-17 14:57

Utah Public Notice

[New Harmony Administrative Control Board](#)

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Notice Date & Time: 4/15/26 7:00 PM -4/15/26 9:00 PM

Description/Agenda:

To Be Announced

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Notice of Electronic or telephone participation:

NA

Other information:

Location:

1388 S. Old HWY 91, New Harmony , 84757

Contact information:

Cathye Huckaby , cathye.huckaby@newharmonyfire.org, (435)767-1893

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NEW HARMONY VALLEY SPECIAL SERVICE DISTRICT
ADMINISTRATIVE CONTROL BOARD MEETING

March 18, 2026
KOLOB FIRE STATION
1388 South Old Hwy 91
7:00PM

Meeting Minutes

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 - b. Board Members Absent: John Southwick, Treasurer.
 - c. Harmony Valley Fire Department: Fire Chief Jim Banks.
 - d. Fire Association: Tamra Banks, Member
 - e. Community: None

- IV. Reading and Approval of Previous ACB Meeting Minutes: Ryan Frisby.**
 - a. February 18, 2026, Administrative Control Board (ACB) meeting minutes were emailed to each member prior to the meeting. Members had a chance to review the minutes and make changes. No changes were requested (See Attached).

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 - c. NHVSSD Expense Report from 2-17-2026 to 3-16-2026 was reviewed (See Attached).
 - d. SBSU Positive Pay Program is up and running. Both Chairperson Fleckenstein and Chief Banks have been trained on the system. Office Manager Huckaby is managing the system daily.
 - e. No further fraudulent checks have been identified.

VI. Truth in Taxation (TNT) Update: Pat Fleckenstein.

- a. Pat Flakenstien and Cathye Huckaby met and formed a working group to tackle this endeavor. A meeting with Ryan Sullivan, Washington Co. Clerk Auditor is being scheduled. The goal is to start the process early and ensure all requirements are met.
- b. The Board needs to set the amount of the budget increase. The suggested increase is \$50,000. Cathye Huckaby will provide the Board with cost of operating increase from the several years at the next meeting. The board will decide at the next meeting the amount of the increase.
- c. The Fire Association each year supplements the NHVSSD Budget with donations. The Apple Festival is their largest money-making event. With the Township contemplating withdrawing their permission to hold the Apple Festival within the town the NHVSSD needs to address the budget shortage withing the next TNT and not depend on the monies received from the Fire Association fund raising. The association has contributed around \$20,000 each year for several years. The plan now is to make up for that loss income through the TNT process.

VII. EMR Licensing Project: Chief Banks.

- a. Chief Banks met with the representatives from the Utah Department of Public Safety-Medical Licensing to finalize our EMR - No Transport Licensing. He has formed a work group in hopes of completing the licensing process within 2 months.
- b. Under the new Utah law, Volunteer EMT's are eligible for health insurance. This is an excellent incentive. We now have 4 individuals starting EMT Training.
- c. The Training Budget will exceed line-item expectations as the training for the EMT courses will run \$5,400.00. Each person will commit to working for the department for several years and pass licensing or reimburse the district for the cost of the course.

VIII. SCBA Compressor Replacement- Jim Banks.

- a. The board has been discussing replacing the SCBA compressor for a year.
 - The Air Compressor has been ordered. The Fire Association will donate \$20,000.00 to the Fire Department, The NHVSSD will cover the remaining cost estimated to between \$13,000 - \$15,000.
 - The hydro status of the current storage bottles (27 years old) was checked for readiness. The district will have to make an investment here.

- IX. Engine 182: Chief Banks**
- a. As previously reported, Engine 182 stopped working the week the new engine (Engine 182) was put into service. J.D. Mobile fixed the engine and Chief Banks and Wes Goodman were able to drive to Salt Lake City for the Pump Repair.
- X. Town- NHVSSD MOU Agreement, the Use of the Town Station.**
- a. Tabled for next meeting.
- XI. Chairperson Report: Pat Fleckenstein**
- a. No additional Reporting.
- XII. Board Member's Report:**
- a. No additional Reporting.
- XIII. Fire Chief's Report: Jim Banks.**
- a. No enlightening updates with HB 48.
 - b. Tamra Banks is once again working with State Forestry on this year's fire mitigation plan. The New Engine had repairs done that were under warranty.
- XIV. Office Manager/Board Clerk Report: Cathye Huckaby.**
- a. The mid-year budget review should be scheduled early this year, June or July. The EMR course cost has put us over the projected line-item for Training. We also may need contingency funds to offset the cost of the Air Compressor.
 - b. Clerk Huckaby completed the 38-page application for the Utah Local Government Trust Insurance Application, due this time every year.
- XV. Fire Association Reports: Tamra Banks**
- a. Pancake Breakfast will be May 16th this year.
 - b. The Volunteer Appreciation dinner will be on the first of June.
- XVI. Community Remarks:**
- a. None.
- XVII. Meeting Adjourned: Pat Fleckenstein.**
- a. Meeting Adjourned at 8:07pm.

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

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Attachments:

Agenda 3-18-25

Utah Public Notice: (2-10-26, 3-17-26)

ACB Meeting Minutes 2-18-26

NHVSSD Balance Sheet dated 3-17-26.

NHVSSD Budgets vs Actuals FY 2026 January – December 2026, as of 3-16-2025 was reviewed (See Attached).

NHVSSD Expense Report from 2-18-2026 to 3-16-2026 was reviewed (See Attached).

Balance Sheet

New Harmony Valley Special Service District

As of Apr 13, 2026

	TOTAL
Assets	
Current Assets	
Bank Accounts	
Certificate *9569	372,750.00
Loan Escrow Account - Fire Truck	0.00
State Bank - Building Fund	10,577.46
State Bank - Capital Projects	0.48
State Bank - Contingency Fund	43,330.12
State Bank - General Fund	113,062.42
State Bank - Impact Fees	58,977.91
Total for Bank Accounts	\$598,698.39
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	\$613,392.18
Fixed Assets	
General Fixed Assets	
Buildings and Improvements	380,101.17
Emergency Vehicles	361,334.00
Land	8,750.00
Machinery and Equipment	\$132,621.40
2024 Fire Truck	625,000.00
Total for Machinery and Equipment	\$757,621.40
Total for General Fixed Assets	\$1,508,046.57
Total for Fixed Assets	\$1,508,046.57
Other Assets	
Construction in Progress	-3,829.46
Total for Other Assets	-\$3,829.46
Total for Assets	\$2,117,609.29
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable	
*Accounts Payable	93.11
Total for Accounts Payable	\$93.11
Other Current Liabilities	
Accounts Payable	0.00
Accrued Interest Payable	0.00
Total for Other Current Liabilities	\$0.00
Total for Current Liabilities	\$93.11

Balance Sheet

New Harmony Valley Special Service District

As of Apr 13, 2026

	TOTAL
Long-term Liabilities	
2023 Bond B2406 Fire Truck	533,000.00
General Long-Term Debt	\$0.00
CIB Lease	0.00
USDA - 1	0.00
USDA - 2	0.00
Total for General Long-Term Debt	\$0.00
Total for Long-term Liabilities	\$533,000.00
Total for Liabilities	\$533,093.11
Equity	
Amount to be Provided for GLTD	-533,000.00
Investment in Fixed Assets	1,507,806.78
Opening Bal Equity	186,375.00
Retained Earnings	450,070.95
Net Income	-26,736.55
Total for Equity	\$1,584,516.18
Total for Liabilities and Equity	\$2,117,609.29

New Harmony Valley Special Service District

Budget vs. Actuals: Budget_FY26_P&L - FY26 P&L

January - December 2026

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
Charge for Services		10,000.00	-10,000.00	
Contribution from Fund Balance		40,590.00	-40,590.00	
Donations		100.00	-100.00	
Grants		100.00	-100.00	
Impact Fee Revenue	4,400.00	30,000.00	-25,600.00	14.67 %
Property Tax	37,629.51	166,110.00	-128,480.49	22.65 %
Reimbursements	0.00		0.00	
Total Income	\$42,029.51	\$246,900.00	\$ -204,870.49	17.02 %
GROSS PROFIT	\$42,029.51	\$246,900.00	\$ -204,870.49	17.02 %
Expenses				
Administration	117.44	2,000.00	-1,882.56	5.87 %
Accounting (HintonBurdick)	3,000.00	12,000.00	-9,000.00	25.00 %
Bank service Charge	96.99		96.99	
Chief Banks	3,000.00	12,000.00	-9,000.00	25.00 %
Office Manager	3,097.50	12,000.00	-8,902.50	25.81 %
Total Administration	9,311.93	38,000.00	-28,688.07	24.51 %
Call out reimbursement	8,560.00	25,000.00	-16,440.00	34.24 %
Contracted Services	157.30	12,500.00	-12,342.70	1.26 %
Drug Testing	36.00	0.00	36.00	
Google	448.34		448.34	
Lexipol	4,184.48	0.00	4,184.48	
Professional Organizations/ Dues	457.00		457.00	
Total Contracted Services	5,283.12	12,500.00	-7,216.88	42.26 %
Debt Service		34,000.00	-34,000.00	
Election Costs		0.00	0.00	
Emergency Medical Response	1,577.46	2,500.00	-922.54	63.10 %
Insurance		15,000.00	-15,000.00	
Liability Insurance		0.00	0.00	
Workers Comp	2,932.00	0.00	2,932.00	
Total Insurance	2,932.00	15,000.00	-12,068.00	19.55 %
Misc		0.00	0.00	
Operations Maintenance & Repair	4,780.19	33,000.00	-28,219.81	14.49 %
Building Repair	472.00		472.00	
Equipment Repair	18,772.80	0.00	18,772.80	
Fuel	960.51	0.00	960.51	
Total Operations Maintenance & Repair	24,985.50	33,000.00	-8,014.50	75.71 %
Purchase of Fixed Assets		0.00	0.00	
Purchase Machinery and Equip	118.80	15,000.00	-14,881.20	0.79 %
Total Purchase of Fixed Assets	118.80	15,000.00	-14,881.20	0.79 %
Reimbursement-Impact	700.00		700.00	
Safety Equipment		18,000.00	-18,000.00	

New Harmony Valley Special Service District

Budget vs. Actuals: Budget_FY26_P&L - FY26 P&L

January - December 2026

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Other	135.00	0.00	135.00	
SCBAs	125.82		125.82	
Total Safety Equipment	260.82	18,000.00	-17,739.18	1.45 %
Station Supplies	30.68	13,000.00	-12,969.32	0.24 %
Bay Station Supplies	1,738.48	0.00	1,738.48	
Office Supplies	147.97	0.00	147.97	
Printing		0.00	0.00	
Total Office Supplies	147.97	0.00	147.97	
Total Station Supplies	1,917.13	13,000.00	-11,082.87	14.75 %
Training	9,005.00	11,000.00	-1,995.00	81.86 %
Fire School		0.00	0.00	
Other	504.52		504.52	
Total Training	9,509.52	11,000.00	-1,490.48	86.45 %
Travel, Meals, Mileage	26.97	1,000.00	-973.03	2.70 %
Hotels	247.12	0.00	247.12	
Meals	486.31	0.00	486.31	
Total Travel, Meals, Mileage	760.40	1,000.00	-239.60	76.04 %
UTILITIES	262.60	10,400.00	-10,137.40	2.53 %
Gas and Electric	742.19	0.00	742.19	
Internet Access	1,486.67	0.00	1,486.67	
Town of New Harmony	455.17		455.17	
Waste Dumpster	274.37	0.00	274.37	
Total UTILITIES	3,221.00	10,400.00	-7,179.00	30.97 %
Total Expenses	\$69,137.68	\$228,400.00	\$ -159,262.32	30.27 %
NET OPERATING INCOME	\$ -27,108.17	\$18,500.00	\$ -45,608.17	-146.53 %
Other Income				
Interest Income	397.78	6,500.00	-6,102.22	6.12 %
Sale of Assets		0.00	0.00	
Total Other Income	\$397.78	\$6,500.00	\$ -6,102.22	6.12 %
Other Expenses				
Contribution to Fund Balance		15,000.00	-15,000.00	
Interest Expense	26.16	10,000.00	-9,973.84	0.26 %
Total Other Expenses	\$26.16	\$25,000.00	\$ -24,973.84	0.10 %
NET OTHER INCOME	\$371.62	\$ -18,500.00	\$18,871.62	-2.01 %
NET INCOME	\$ -26,736.55	\$0.00	\$ -26,736.55	0.00 %

New Harmony Valley Special Service District

Selected	Date	Type	No.	Payee	Category	Total	Action
	04/13/2026	Check		Siddons Martin Emergency Group	--Split--	\$17,251.17	
	04/10/2026	Check	4749	Scott Alishouse	Call out reimbursement	\$80.00	
	04/10/2026	Check	4748	Heber Barlow	--Split--	\$240.00	
	04/10/2026	Check	4747	Buccicardi, Gian	Training	\$40.00	
	04/10/2026	Check	4746	Kristen Carter	--Split--	\$800.00	
	04/10/2026	Check	4745	Richard Carter	--Split--	\$840.00	
	04/10/2026	Check	4744	Maddalyn Goodman	Call out reimbursement	\$160.00	
	04/10/2026	Check	4743	Wes Goodman	--Split--	\$1,400.00	
	04/10/2026	Check	4742	Clair Hansen	--Split--	\$320.00	
	04/10/2026	Check	4741	Mack, Joshua	--Split--	\$160.00	
	04/10/2026	Check	4740	DAVID OSBORN	--Split--	\$240.00	
	04/10/2026	Check	4739	Plourde, Andrew	Training	\$120.00	
	04/10/2026	Check	4738	Reynolds, Raymond	Training	\$160.00	
	04/10/2026	Check	4737	Malcolm Tonneson	--Split--	\$320.00	
	04/10/2026	Check	4736	Don Williams	--Split--	\$680.00	
	04/10/2026	Check	4735	John Wray	--Split--	\$640.00	
	04/10/2026	Check	4734	Yanez- Hernandez , Ainath	--Split--	\$120.00	
	04/10/2026	Check	4733	Malcolm Tonneson	Operations Maintenance & Repair	\$649.89	
	04/08/2026	Expense		Republic Services	Bank service Charge	\$96.99	
	04/07/2026	Check	4732	Jim Banks	--Split--	\$1,919.82	
	04/07/2026	Check	4731	Cathye Huckaby	Office Manager	\$1,057.50	
	04/04/2026	Check	ETF	VISA	--Split--	\$2,305.63	
	04/04/2026	Check	EFT	VISA	Google	\$107.30	
	04/04/2026	Check	4730	L3Harris	Purchase Machinery and Equip	\$118.80	
	04/04/2026	Check	4729	TOWN OF NEW HARMONY	Town of New Harmony	\$455.17	
	04/04/2026	Check	4728	EnBridge	Gas and Electric	\$102.54	
	04/04/2026	Check	4727	Western Pest Control	UTILITIES	\$65.65	
	04/04/2026	Check	4726	SQUIRE	Accounting (HintonBurdick)	\$1,000.00	
	04/04/2026	Check	4725	Cathye Huckaby	Office Manager	\$0.00	
	03/15/2026	Check	EFT	Shell Small Business	Fuel	\$581.46	

Selected	Date	Type	No.	Payee	Category	Total	Action
	03/15/2026	Check	4724	OneLife CPR & First Aid	Training	\$5,400.00	
	03/13/2026	Check	4723	John D. Theodosiou	Operations Maintenance & Repair	\$1,200.00	
	03/12/2026	Check	4722	ROCKY MOUNTAIN POWER	Gas and Electric	\$114.65	
	03/12/2026	Check	4721	SQUIRE	Accounting (HintonBurdick)	\$1,000.00	
	03/12/2026	Check	4720	UTAH VALLEY UNIVERSITY	Training	\$10.00	
	03/12/2026	Check	4719	EnBridge	Gas and Electric	\$180.32	
	03/12/2026	Check	4718	Jim Banks	--Split--	\$1,143.62	
	03/12/2026	Check	4717	OneLife CPR & First Aid	Training	\$680.00	
	03/03/2026	Check	EFT	Republic Services	Waste Dumpster	\$91.41	
	03/03/2026	Check	EFT	VISA	--Split--	\$255.27	
	03/03/2026	Check	EFT	VISA	--Split--	\$330.91	
	03/03/2026	Check	4716	TINK'S SUPERIOR AUTO PARTS	Equipment Repair	\$58.09	
	03/03/2026	Check	4715	Western Pest Control	UTILITIES	\$65.65	
	03/03/2026	Check	4714	Cathye Huckaby	Office Manager	\$1,005.00	

Notice of intent to increase Tax rate

 From Pat fleckenstein <pat.fleckenstein@gmail.com>
To <adrian.harvell@washco.utah.gov>, Cathye Huckaby <cathye.huckaby@newharmonyfire.org>, James Banks <jim.banks@nhfd.utah.gov>
Date 2026-04-15 07:14

Hello, as we previously discussed at our meeting at the end of March the New Harmony Valley Special District intends to increase its tax rate. With your help we will be adhering to the guidelines you showed us for the "2026 calendar year property tax increase requirements". checklist. I will be forwarding tomorrow for our records a resolution from the NHVSSD-Administrative Control Board that we will be signing this evening declaring our intentions.

Thank you for meeting with us last month. I hope that we can schedule another meeting in the near future to discuss the process further.

Pat Fleckenstein
Chair NHVSSD
pat.fleckenstein@gmail.com
760-559-2506

T-N-T Points to Consider

1. The overall cost of operations is increasing and likely to do so in the future.
2. Without a volunteer grant writer, grant money is not expected.
3. The Town is talking about doing away with the Apple Festival. The Apple Festival is the Fire Association's primary source of income. Each year the district's budget is augmented through donations from the Fire Association. The district has become dependent on these donations. The budget shortfall should be addressed through TNT and not hoped for through secondary income sources such as donations.
4. Currently the district is paying the Fire Truck Payment through Impact Fee's, at this rate the Impact Fee Fund will be depleted in about four years then the NHVSSD budget will take over.
5. The following vehicles are old"

6. ACTIVE RESOURCE LIST

APPARATUS	YEAR	TYPE	MAKE	MODEL	VIN	LICENSE
<i>Engine Spartan 181 Pumper Truck</i>	<i>1992</i>	<i>T-1 Pumper Truck</i>	<i>Spartan</i>	<i>5130 700</i>	<i>3S7RT9BO5NC004713 SWTech.</i>	<i>531838EX</i>
<i>ATV 1 Staffing 1</i>	<i>1993 1996 2015</i>	<i>ATV</i>	<i>Honda Foreman</i>	<i>ATV 1</i>	<i>?</i>	<i>?</i>
Brush 181 Staffing 2	2000	Type 3	Freightliner	Med Conv FL70	1FV2HLBA1YHB47330	501469EX
Tatra Tender 181 Water Tender Non-Tactical Staffing 1	2004	T-2	AIH	American Truck	1A9SB81AX4F602016	512866EX
Brush 182 Staffing 2	2006	Type 6	AM General	Hummer H1	137FA55316E232242	5014966EX

Command 181 Staffing 0	2006	Truck 4x4	Ford	F150 Super crew	1FTPW14V36FA74320	501481EX
Support Vehicle Truck	2006	Truck	Ford	F350 Super Duty	1FDWF36P16EA56275	536002EX
Squad 181	2011	?	Dodge	Ram 5500 CW	3D6WU7CL3BG502636	208947EX
Engine 182 Peirce Staffing 4	2013	Type 1 Structural	Pierce International	7000 Series 7400	1HTWEAAR1DJ092401	501459EX
Pumpkin/Porta Tank Staffing 0	2015	Min. 1500 gallons	Porta Tank Standard			
Trailer Vehicle Service	2016	Command	Utility	Pace American	4P2FB10136U076352	95600EX
Drone	2023	DJI - Thermal	Mavic			
Engine 181	2025	Straight	International	HV507	3HAEETAR7SL022178	

NHVSSD Expense Comparison FY2023 -FY 2026 As of 4-14-2026

Services	2023	2025	2026	Notes
INCOME				
Charges for Service	4988	13,394	0	168.5% Increase
Grants	18,030.	0	0	100% Decrease Note 2025 \$47,922 is noted on Actuals, this is to show the grant money received for the truck (promised in 2022)
Impact Fee	46,627.	33,900	4,400	27.3 % Decrease
Fire Association Yealy Donation	\$43,880 Ambulance Matched Grant Boots Turn-outs	\$29,032 Retro vetting new Engine	\$20,000 Promised for Air Compressor	Average yearly donation over last 4 years=\$ 26, 338.75 (Note 2024=\$12,443)
EXPENSE				
Administration	27,656.	34,880	9,311	26% Increase (\$7,224)
Call-out	23,280.	21,760	8,560	Average
Contracted Services	5,936.	11,808.	5,283.	98% Increase (\$5,872)
EMR	2,964.	1,499	1,577	Unknown Projected Increase
Insurance	11,198 WC=952.	12,347 WC=1,993	? WC=2,932	Workers Comp WC=207% Increase (\$1,980)
Operations Maintenance Repair	30,914 Qtr. Average (\$7,725)	33,627 Qtr. Average (8,407.)	24,986	223.4 Increase 1 st Qtr. Only (\$2,713 2 years only)
Safety Equipment	11,107	14,295.	260.00	28% Increase Add \$15,00 for Air Compressor not yet billed (\$3,188)
Office Supplies	5,601	4,181	148.00	25% Decrease 2025 +(\$1,420)
Station Supplies	10,734.	12.567	1,917	17% Increase (\$1,833)

NHVSSD Expense Comparison FY2023 -FY 2026 As of 4-14-2026

Training	7,942.	8,289	9,510	19% Increase in the 1 st Qtr. only includes EMR School and Winter School (Increase hard to determine without a year of EMR Licensing)
Travel Meals	1,082	853	760.	UK
Utilities	11,376.	7,552	3221	UK
				Total in red only \$22,810
				Not including blue

RESOLUTION NO. NHVSSD -R-2026-2

A RESOLUTION INFORMING THE WASHINGTON COUNTY TAX COMMISSION OF THE ADMINISTRATIVE CONTROL BOARDS INTENTIONS TO RAISE THE MILL RATE/LEVY FOR THE NEW HARMONY VALLEY SPECIAL SERVICE DISTRICT.

WHEREAS the New Harmony Valley Special Service District (" the District") requires funding to provide fire , EMS and rescue services within the District service area; and

WHEREAS, the residential housing for New Harmony Valley has increased from 605 in 2024 to over 705 as of 2026; and

WHEREAS the enactment of an increase in Mill Rate/Levy will help facilitate the District's five year plan for funding requirements to support emergency fire and medical services.

NOW, THEREFORE . BE IT RESOLVED THAT THE NEW HARMONY VALLEY SPECIAL SERVICE DISTRICT ADMINISTRATIVE CONTROL BOARD HAS COMPILED THE UTAH STATE AND COUNTY LAW BY INFORMING THE APPROVING AGENCIES AND OR GOVERNMENTS OF OUR INTENTIONS.

VOTED UPON AND PASSED BY THE NEW HARMONY VALLEY SPECIAL SERVICE DISTRICT ADMINISTRATIVE CONTROL BOARD AT A MEETING OF THE BOARD HELD ON THE DAY OF
-APRIL 15th 2026.

ATTEST:

CATHEYE HUCKABY
BOARD CLERK/
OFFICE MANAGER

PATRICK FLECKENSTEIN
BOARD MEMBER

ERIC KERNS
BOARD MEMBER

JOHN SOUTHWICK
BOARD MEMBER

RYAN FRISBY
BOARD MEMBER

TIM MEANS
BOARD MEMBER