

**DRAFT MINUTES OF REGULAR PUBLIC MEETING
& PUBLIC HEARING FOR 2026 MID-YEAR BUDGET AMENDMENT
Northwestern Special Service District
July 14, 2026 at 6:30 PM
Veyo Fire Department – 59 E. Center St., Veyo, UT 84782**

Board Members Present:

Mike Johnson – Deployed (via Phone)
Mark Cain – Presiding
Slade Hughes – On Fire, arrived @ 7:06 p.m
John Leavitt – Arrived at 6:36 p.m
Rosemary D’Amato – Treasurer
Paula Guthrie, Board Clerk via Phone



Fire Chief's Present: NONE
District Chief Guthrie – On Fire
Central Chief Flores – Deployed
Veyo Chief Larsen – On Fire

Three board members present at the commencement, representing a quorum for the regular meeting. Four members of the community were in attendance.

The meeting was called to order at 6:31 PM, followed by the Pledge of Allegiance and an invocation from staff.

The minutes from the June 9, 2026 board meeting were discussed. A motion to approve the minutes was made, seconded, and passed unanimously, 3-0.

Financial Report and Discussions

- PTIF (Public Treasurers' Investment Fund): Current balance approx. \$115,000
- Zions Bank: Approx. balance: \$82,000
- Fuel cost for June 2026: \$627
- Third Quarter all-lines insurance payment due approx. \$10,000
- Zions Credit Card Charges for June 2026 – \$9,780, all reconciled

A motion to approve the Financial Reports was made, seconded, and passed unanimously, 4-0

The Regular Meeting was closed and the Public Hearing was opened at 6:39 p.m. Board Treasurer, Director D’Amato explained that the district received a donation of approximately \$25,000 to purchase a Zoll Autopulse® CPR device for the Central Fire Department Quick Response Vehicle and the district transferred \$65,000 from our State PTIF Fund to our checking account to purchase the Zoll device and two used 2024 Chevrolet Silverado LTZ 4x4 CrewCab trucks for use as Quick Response Vehicles.

A public comment was made by Mr. Bruce Bissell, Central resident, recalling that the Board had previously approved the purchase of these items and that the Central Community is in favor of these purchases. There were no further public comments. Having no further discussion, the Public Hearing was closed and the Regular Meeting was reopened at 6:47 p.m.

A motion was made to approve the Budget Amendment, seconded and passed unanimously, 4-0.

The Board considered approval of a contract to sell an excess black 2024 Chevy 1500, Vin 3302, in order to provide the funds necessary to purchase a preferred identical vehicle, at the same price, in white. A motion was made, seconded, and passed unanimously 4-0 to approve the sale.

Several firefighters assigned to the seasonal Enterprise Wildland Fire Crew are staging at the Central Fire Department. There is a request to clarify whether or not the district allows the use of the rear parking area to park their RV/Trailers the CFD Lot to live in during assignment. Additionally, may their domestic pets accompany them as long as they remain leashed during walks and waste is disposed of? The district insurance company had no problem with the idea. A motion was made, seconded, and passed unanimously 4-0, to approve the use of the CFD grounds for firefighter RV/Trailer parking.

There is no update on Draft MOU between NWSSD & Veyo Water Culinary Assn. No action taken.

The annual State Fraud Risk Assessment Form requires staff to commit annually to perform in an ethical manner. There is no state or county exemplar. Director Cain created an *NWSSD Ethics Form* to fulfill this requirement. District Officers have already had an opportunity to review the form. A motion was made, seconded, and passed unanimously 4-0 to approve the new ethics form.

NWSSD website “ADA Compliance” was discussed. It was reported by another state agency that an unidentified group of attorneys have begun filing lawsuits in Utah targeting agencies who operate websites that are alleged to be non-compliant with ADA recommendations. The extent of what is and isn’t ADA compliant is still not known, but apparently involves making text files machine readable and providing audible descriptions of pictures posted on the webpages. The suggested state vendor to ensure continuing compliance is CivicPlus®. Their “Compliance Essentials” product costs a one-time fee of \$500, plus an annual maintenance fee of \$4,200! Options discussed include: Discontinuing the website, seeking legislative relief, and finding a pathway to compliance at a price point that the district can afford. The board will continue to explore options.

One of the difficult tasks for the district is to ensure each and every parcel in our jurisdiction is correctly billed for our Annual Standby Fee. LandGlide® software reportedly provides up-to-date accurate parcel information that can be cross-checked with WASHCO Assessor information. The cost for a single license is only \$100. Board Clerk Guthrie will use the software leading up to the 2027 billing season.

Station Chief’s Reports: NONE – All on active fires

Directors / Staff Comments:

District Clerk Paula Guthrie: A number of our property owners have paid 2026 fees late without paying the \$10 late fee. Next year, we will program the billing software to automatically add the fee after the cutoff date.

PIO Slade Hughes – The fire that he and our fire Chiefs were fighting near Pinto was fairly small and had adequate resources. Crews remain to perform mop-up operations.

Director Leavitt – No Comments

Treasurer Rosemary D'Amato – Proposed that our monthly meeting be coordinated in the future to allow Directors Hughes & Leavitt to attend the Veyo water company meeting that is often at the same time as ours. They indicated it shouldn't be necessary in the future.

Vice Chair Mark Cain – Two new garage door openers were installed at Central Fire Department; Two carport kits were just purchased for Veyo Fire Department to protect vehicles & equipment; The WASHCO Library System Media Kiosk at VFD was media wrapped and was thought to be in service, however, "out of service" is displayed on the screen today; Our Worker's Comp insurance carrier is performing their annual audit. Typically, this results in additional premiums, even with no claims. Director Cain is preparing the district's response.

Chairman Mike Johnson – Signed off at 7:08 pm to attend to fire duties (deployed).

Final Public Comments: None

Adjournment: The meeting was adjourned at 8:13pm.