

APPROVED MINUTES OF REGULAR PUBLIC MEETING

Northwestern Special Service District

September 8, 2026 at 6:30 PM

Central Fire Department

155 E. Center St, Central, UT 84722

Board Members Present:

Mike Johnson – Chair

Mark Cain – Vice Chair

Slade Hughes – PIO

John Leavitt – Director

Rosemary D'Amato – Treasurer



Fire Chief's Present:

District Chief Guthrie

Central Chief Flores – Deployed

Veyo Chief Larsen

The meeting was called to order at 6:39 PM, followed by the Pledge of Allegiance and an invocation from staff. A quorum of the board was present.

Guest Speaker – Alan Anderson, Director, WASHCO Public Library System

A ribbon-cutting ceremony to announce the new Kiosk at the Veyo Fire Department is tentatively scheduled for 6:00 pm, Friday October 2, 2026 but may be rescheduled due to the St. George Marathon the same weekend. Signage to be determined.

The minutes from the August 11, 2026 board meeting were discussed. A motion to approve the minutes was made, seconded, and passed unanimously, 4-0. (Director Hughes arrived at 6:50 pm)

Financial Report and Discussions

- PTIF (Public Treasurers' Investment Fund): Current balance approx. \$116,400
- Zions Bank: Approx. balance: \$39,000
- Two eChecks written in August; \$6,600 to Vehicle Lighting Solutions for outfitting Rescue 161 (lighting, bumper, radio) and \$1,600 for a Gold Cross Advanced EMT course for a new EMT in Gunlock.
- Visa charges were verified with receipts on file. Notable August expenses included \$365 for monthly Google Workspace, a \$682 annual subscription for Active911, and approximately \$2,500 for the installation of a swamp cooler at the Gunlock Fire Department.

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

2027 Budget issues were discussed. A work meeting was conducted earlier this evening. We plan to present the proposed 2027 budget at the October meeting and hold the public hearing in November with Board approval after that. The approved 2027 budget will be submitted to the State of Utah before the end of December.

A modification to 2027 regular meeting schedule was discussed. The State of Utah only requires quarterly meetings for SSD boards. We discussed reducing the meeting schedule to January, March, May, August, September, October, and the final annual meeting in November, 2027. This item will be placed on October's agenda for final discussion and approval. Meetings will remain on the second of the month. Jan/Mar/Oct/Nov to be held at 6:30 pm, May/Aug/Sept to be held at 7:30 pm. November meetings to be held at Central Fire in order to accommodate the annual budget public hearing.

Treasurer D'Amato and District Clerk Guthrie are working with David Whitehead at the county to ensure that the most up-to-date (January 1st 2027) property ownership records are reflected in our database.

The board discussed whether an external grant writer would be beneficial to the District. Pine Valley FD is using a grant writing service and has a positive income ratio when compared to the costs. The matter will be investigated further.

Director Cain confirmed that the removable contents of District vehicles are covered under building coverage and need not be included in the stated value for each vehicle. Station chiefs agreed to assist Director Cain in determining the correct stated value for each District vehicle in light of the new coverage information.

Director Cain reports that our worker's comp insurance company conducted their annual end of coverage-year audit. For the first time, the District received a refund (\$904) in premiums paid for the 2025/2026 coverage year.

Directors D'Amato and Cain attended the annual SSD Board Member training in St George. The training was excellent and new information regarding state laws and best practices was obtained. Pertinent District policies and Procedures will be updated.

Station Chief's Reports:

Chief Flores - CFD – On Deployment

Chief Larsen - VFD – The new Chevy First Response Vehicle is in service and operating nicely. He plans to erect the portable carports previously purchased.

District Chief Guthrie – GFD/BFD – The swamp cooler has been installed at GFD. Firefighter Slade Hughes was presented with his official badge identifying him as District Public Affairs Officer. Staff met with County officials and several stakeholders regarding the upcoming opportunity to change the District's area of response (AOR) from mile marker 10 on Gunlock Road to mile marker 4. The County will be submitting an RFP to the State Agency to change medical response to allow Gunlock Fire medical personnel to serve their community. Currently, Santa Clara/Ivins Fire has the medical response license for Gunlock and they have repeatedly refused to sign an agreement to allow our EMT's & Paramedics to practice in our own jurisdiction. A second initiative will open the transport license for the Gunlock area to the RFP process. If selected, Gold Cross Ambulance will provide 24/7 paramedic response from Veyo Fire Department, cutting the current response time from Ivins in half.

Directors / Staff Comments:

District Clerk Paula Guthrie – Excused Absence

PIO Slade Hughes – Director Hughes has received several comments regarding the District's new website. Several users didn't feel the website was secure enough to use for their annual fee payment. Another comment referred to the fact that our third-party provider did not provide proof of payment (receipt). We will look into other providers ie: PayStar

Director Leavitt – Thanked staff for excellent care provided to a family member.

Treasurer Rosemary D'Amato – Our clerk noticed that many late-payments for our standby fees did not include the \$10 late fee. Those accounts will be sent to the county for collection.

Vice Chair Mark Cain – Thanked staff for being easy to work with.

Chairman Mike Johnson – Returned from Wildland deployment on the 1st of September.

Final Public Comments: None

Adjournment: The meeting was adjourned at 8:14 pm.

APPROVED FOR PUBLICATION: /s/  DATED: October 20, 2026
Mike Johnson, Chair

