

**NEW HARMONY VALLEY SPECIAL SERVICE DISTRICT
Administrative Control Board Meeting
August 26, 2026
7:00pm**

**KOLOB FIRE STATION
1388 South Old Hwy 91**

Agenda

- I. Open Meeting: Pat Fleckenstein.**
- II. Pledge of Allegiance:**
- III. Attendance: Cathye Huckaby.**
- IV. Review/Approval of Meeting Minutes: Pat Fleckenstein.**
- V. Truth-In- Taxation: Pat Fleckenstein.**
- VI. EMR Licensing: Jim Banks.**
- VII. Revised Drug Policy: Cathye Huckaby /Jim Banks**
- VIII. Chairperson Report: Pat Fleckenstein.**
- IX. Chiefs Report: Jim Banks**
- X. Report Office Manager: Cathye Huckaby**
 - Board Training**
- XI. Community Remarks:**
- XII. Meeting Adjourned:**

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Public Notice for New Harmony Administrative Control Board



From <support@helpdesk.utah.gov>
To <cathye.huckaby@newharmonyfire.org>
Date 2026-08-18 16:10

Utah Public Notice

[New Harmony Administrative Control Board](#)

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

Notice Date & Time: 8/26/26 7:00 PM -8/26/26 8:00 PM

Description/Agenda:

TO Be Announced

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:

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

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Public Notice Updated for New Harmony Administrative Control Board



From <support@helpdesk.utah.gov>
To <cathye.huckaby@newharmonyfire.org>
Date 2026-08-25 17:06

Utah Public Notice

Revised Notice

[New Harmony Administrative Control Board](#)

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Notice Date & Time: 8/26/26 7:00 PM -8/26/26 8:00 PM

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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 MID-YEAR BUDGET REVIEW HEARING
Public Hearing

July 15, 2026

KOLOB FIRE STATION
1388 South Old Hwy 91
7:00PM

Hearing Minutes

I. Open Hearing: Pat Fleckenstein

- a. Meeting called to order at 7:01pm.

II. Pledge of Allegiance.: By Invitation.

III. Attendance: Cathye Huckaby.

- a. Board Members Present: Pat Fleckenstein, Chairperson; Ryan Frisby, Vice Chairperson; Eric Kerns, Member; Tim Beam, Member; Cathye Huckaby, Board Clerk/Office Manager.
- b. Board Members Absent: None.
- c. Fire Department Volunteers: Chief Jim Banks.
- d. Fire Association Members: Tamra Banks.
- e. Community: Cole Newbold, Dominique Dieken, Tom Berg.

IV. Financial Reports and Budget Revision Proposal Presentation: Cathye Huckaby.

- a. Misty Tobin, CPA, Squire was scheduled to attend and was excused due to illness. Cathye Huckaby, Office Manager/Board Clerk, presented the proposal.
- b. All legal public notifications have been satisfied for Public Hearings. (See Attached).
- Affidavit of Publication: 5-15-26.
 - Utah Public Notice: 7/7/026, 5/22/2026.
 - Public Posting in New Harmony, Post Office and Kiosk's.
- c. The following documents were reviewed and discussed:
- 2026 Proposed Budget Worksheet: This document noted the actual expenditures to date per line item; the 2026 budget per line item; the proposed change per line item and the variance per line item. (See Attached).
 - Adopted Budget form (OSA Form) showing proposed amended changes. (See Attached).
 - NHVSSD Balance Sheet dated 7-15-2026, (See Attached).
 - NHVSSD Budgets vs Actuals FY 2026 January – December 2026 as 7-15-2026 (See Attached).

d. Line-Item Changes:

- Each line-item change was explained and discussed. Specific changes are available for review. (See attached 2026 Proposed Budget Worksheet.)
- From the Contingency fund \$6052.00 was moved to the Operations Maintenance and Repair.

V. **Administrative Board Member Comments:**

- a. No further comment.

VI. ***Motion: A motion was made by Eric Kerns that the NHVSSD-ABC adopt the proposed 2026 mid-year variations as presented by Cathye Huckaby, reviewed by the Board and noted on the following:***

- ***2026 Proposed Budget Worksheet: This document illustrated the actual expenditures to date per line item; the 2026 budget per line item; the proposed change per line item and the variances per line item. (See Attached).***
- ***Adopted Budget form (OSA Form) showing proposed amended changes. (See Attached).***

The motion was second by Ryan Frisby. The proposed 2026 Midyear Budget changes passed without objection.

VII. **Meeting Adjourned: Pat Fleckenstein**

- a. Meeting Adjourned 7:16pm.

Motion: A motion was made by Eric Kerns to adjourn the Public Hearing. Ryan Frisby seconded the motion. Motion carried unanimously by all present. Meeting adjourned.

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Attachments:

7-15-2026 NHVSSD-ACB Public Hearing Agenda

Affidavit of Publication: 5-15-26

Utah Public Notice (7/7/026, 5/22/2026).

Public Posting in New Harmony, Post Office and Kiosk's.

2026 Proposed Budget Worksheet:

Adopted Budget form (OSA Form). (See Attached).

NHVSSD Balance Sheet dated 7-15-2026, (See Attached).

NEW HARMONY VALLEY SPECIAL SERVICE DISTRICT

ADMINISTRATIVE CONTROL BOARD MEETING

**July 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 7:21pm.

II. Attendance: Cathye Huckaby.

- a. Board Members Present: Pat Fleckenstein, Chairperson; Ryan Frisby, Vice Chairperson; Eric Kerns, Member; Tim Beam, Member; Cathye Huckaby, Board Clerk/Office Manager.
- b. Board Members Absent: None
- c. Fire Department Volunteers: Chief Jim Banks.
- d. Fire Association Members: Tamra Banks.
- e. Community: Cole Newbold, Dominique Dieken, Tom Berg.

III. Reading and Approval of Previous NHVSSD-ACB Meeting Minutes: Pat Fleckenstein

- a. The June 17, 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).

Motion: Eric Kerns made a motion that the ACB Meeting Minutes for June 17, 2026, be approved as reviewed. Tim Beam second the motion. Motion carried unanimously by all present.

IV. NHVSSD Board Vacancy: Cathye Huckaby.

- a. All NHVSSD policy requirements regarding public posting for midterm vacancies have been satisfied. (See Attached)
- USA Today Co. Affidavit of Publication dated 5-15-2026
 - Utah Public Notice Website: 7-14-2026, 7-7-2026
 - New Harmony Post Office and Kiosk's.
- b. One Letter of Interest and Resume was received, that of Cole Newbold. (See Attached.)
- c. Cole attended last month's meeting and is interested in taking on the commitment to the Board.

- d. The board reviewed and discussed Cole's applications. It was agreed that Cole would be a good fit for the board.

Motion: After reviewing the documents provided by Cole Newbold; Eric Kerns made a motion to accept Cole's application and place him on the NHVSSD-ACB thereby filling the vacancy left by John Southwick. Tim Beam second the motion. Motion carried unanimously by all present.

- e. Cole Newbold was given the Oath of Office and sworn in by Clerk Cathye Huckaby. He then took his seat on the NHVSSD-ACB. (See Attached.)

V. Dominique Dieken, PE, ISO Rating.

- a. Dominique Dieken, HVFD's newest volunteer, made a presentation to the Board explaining the ISO-Public Protection Class. His presentation was well received and much appreciated. (See Attached).

VII. Chairperson Report: Pat Fleckenstein.

- a. Pat spoke with Matthew Hurst, Utah Tax Commission, regarding the \$80,000 budget increase. The certified budget for 2026 is \$171,372, based on the current mill rate of .000439. This does not include the proposed tax increase.
- b. The new mill rate will be .000644.
- c. Waiting for the Utah Tax Commission to complete the TNT checklist for Callender FY.

VIII. Board Member's Report:

- a. No additional Reporting.

IX. Community Remarks:

- a. None

X. Meeting Adjournment:

- a. Meeting Adjourned at .

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

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Attachments:

Agenda 7-15-25

USA Today Co. Affidavit of Publication dated 5-15-2026

Utah Public Notice Website: 7-14-2026, 7-7-2026

New Harmony Post Office and Kiosk's

ACB Meeting Minutes 6-17-26

Cole Newbols, Letter of Interest/Resume/Oath of Office

ISO Public Protection Class - Presentation

New Harmony Valley Special Service District

Balance Sheet
As of Aug 25, 2026

	Total
Assets	
Current Assets	
Bank Accounts	
Certificate *9569	189,859.95
Loan Escrow Account - Fire Truck	0.00
State Bank - Building Fund	10,577.46
State Bank - Capital Projects	0.48
State Bank - Contingency Fund	43,519.44
State Bank - General Fund	68,838.79
State Bank - Impact Fees	75,118.00
Total for Bank Accounts	\$387,914.12
Other Current Assets	
Due from other governments	38,890.75
Uncategorized Asset	-1.00
Total for Other Current Assets	\$38,889.75
Total for Current Assets	\$426,803.87
Fixed Assets	
General Fixed Assets	\$0.00
Buildings and Improvements	380,101.17
Emergency Vehicles	361,334.00
Land	8,750.00
Machinery and Equipment	\$136,052.53
2024 Fire Truck	625,000.00
Total for Machinery and Equipment	\$761,052.53
Total for General Fixed Assets	\$1,511,237.70
Total for Fixed Assets	\$1,511,237.70
Other Assets	
Construction In Progress	-3,829.46
Total for Other Assets	-\$3,829.46
Total for Assets	\$1,934,212.11
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable	
*Accounts Payable	0.00
Total for Accounts Payable	\$0.00
Other Current Liabilities	
Accounts Payable	0.00
Accrued Interest Payable	0.00
Total for Other Current Liabilities	\$0.00
Total for Current Liabilities	\$0.00

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
Income				
Charge for Services	7,199.21	10,000.00	-2,800.79	71.99 %
Contribution from Fund Balance		46,642.00	-46,642.00	
Donations	20,000.00	20,100.00	-100.00	99.50 %
Grants		100.00	-100.00	
Impact Fee Revenue	19,700.00	30,000.00	-10,300.00	65.67 %
Property Tax	48,968.16	166,110.00	-117,141.84	29.48 %
Refunds	58.00		58.00	
Reimbursements	0.00		0.00	
Total Income	\$95,925.37	\$272,952.00	\$ -177,026.63	35.14 %
GROSS PROFIT	\$95,925.37	\$272,952.00	\$ -177,026.63	35.14 %
Expenses				
Administration		2,000.00	-2,000.00	
Accounting (HintonBurdick)	7,000.00	12,000.00	-5,000.00	58.33 %
Bank service Charge	530.04		530.04	
Chief Banks	7,000.00	12,000.00	-5,000.00	58.33 %
Office Manager	7,597.50	12,000.00	-4,402.50	63.31 %
Total Administration	22,127.54	38,000.00	-15,872.46	58.23 %
Call out reimbursement	13,200.00	25,000.00	-11,800.00	52.80 %
Contracted Services	157.30	14,926.00	-14,768.70	1.05 %
Back Grounds	117.44		117.44	
Drug Testing	72.00	0.00	72.00	
ESO	3,393.73		3,393.73	
Google	770.24		770.24	
Lexipol	4,184.48	0.00	4,184.48	
Professional Organizations/ Dues	457.00		457.00	
Streamline Web Services	1,271.78		1,271.78	
Total Contracted Services	10,423.97	14,926.00	-4,502.03	69.84 %
Debt Service		34,000.00	-34,000.00	
Election Costs		0.00	0.00	
Emergency Medical Response	1,577.46	4,500.00	-2,922.54	35.05 %
Insurance		15,000.00	-15,000.00	
Auto	7,174.68		7,174.68	
Bonding	175.00		175.00	
Liability Insurance	298.72	0.00	298.72	
Property	3,419.30		3,419.30	
Workers Comp	2,932.00	0.00	2,932.00	
Total Insurance	13,999.70	15,000.00	-1,000.30	93.33 %
Misc		0.00	0.00	
Operations Maintenance & Repair	9,337.44	51,000.00	-41,662.56	18.31 %
Building Repair	1,033.95		1,033.95	
Equipment Repair	22,224.12	0.00	22,224.12	

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
Fuel	4,442.26	0.00	4,442.26	
Total Operations Maintenance & Repair	37,037.77	51,000.00	-13,962.23	72.62 %
Purchase of Fixed Assets		0.00	0.00	
Purchase Machinery and Equip	33,358.80	35,000.00	-1,641.20	95.31 %
Total Purchase of Fixed Assets	33,358.80	35,000.00	-1,641.20	95.31 %
Reimbursement-Impact	700.00		700.00	
Safety Equipment		6,026.00	-6,026.00	
Other	135.00	0.00	135.00	
SCBAs	125.82		125.82	
Total Safety Equipment	260.82	6,026.00	-5,765.18	4.33 %
Station Supplies	172.55	5,000.00	-4,827.45	3.45 %
Bay Station Supplies	1,901.67	0.00	1,901.67	
Office Supplies	479.54	0.00	479.54	
Printing	388.91	0.00	388.91	
Total Office Supplies	868.45	0.00	868.45	
Total Station Supplies	2,942.67	5,000.00	-2,057.33	58.85 %
Training	10,380.00	14,600.00	-4,220.00	71.10 %
Fire School		0.00	0.00	
Other	504.52		504.52	
Total Training	10,884.52	14,600.00	-3,715.48	74.55 %
Travel, Meals, Mileage	26.97	1,000.00	-973.03	2.70 %
Hotels	247.12	0.00	247.12	
Meals	528.07	0.00	528.07	
Total Travel, Meals, Mileage	802.16	1,000.00	-197.84	80.22 %
UTILITIES	1,024.68	10,400.00	-9,375.32	9.85 %
Gas and Electric	1,048.11	0.00	1,048.11	
Internet Access	2,432.85	0.00	2,432.85	
Telephone	181.58		181.58	
Town of New Harmony	455.17		455.17	
Waste Dumpster	728.83	0.00	728.83	
Total UTILITIES	5,871.22	10,400.00	-4,528.78	56.45 %
Total Expenses	\$153,186.63	\$254,452.00	\$ -101,265.37	60.20 %
NET OPERATING INCOME	\$ -57,261.26	\$18,500.00	\$ -75,761.26	-309.52 %
Other Income				
Interest Income	4,462.14	6,500.00	-2,037.86	68.65 %
Sale of Assets		0.00	0.00	
Total Other Income	\$4,462.14	\$6,500.00	\$ -2,037.86	68.65 %
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 %

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
NET OTHER INCOME	\$4,435.98	\$ -18,500.00	\$22,935.98	-23.98 %
NET INCOME	\$ -52,825.28	\$0.00	\$ -52,825.28	0.00%

New Harmony Valley Special Service District

Selected	Date	Type	No.	Payee	Category	Total	Action
	08/18/2026	Check	EFT	Shell Small Business	Fuel	\$415.00	
	08/18/2026	Check	4810	Jim Banks	--Split--	\$1,373.37	
	08/10/2026	Check	4809	CNA Surety	Bonding	\$175.00	
	08/08/2026	Check	EFT	VISA	--Split--	\$474.38	
	08/08/2026	Check	EFT	VISA	--Split--	\$324.08	
	08/08/2026	Check	EFT	Republic Services	Waste Dumpster	\$124.12	
	08/08/2026	Check	EFT	ROCKY MOUNTAIN POWER	UTILITIES	\$131.73	
	08/08/2026	Check	4808	EnBridge	Gas and Electric	\$19.43	
	08/08/2026	Check	4807	John D. Theodosiou	Operations Maintenance & Repair	\$1,200.00	
	08/08/2026	Check	4806	TINK'S SUPERIOR AUTO PARTS	Equipment Repair	\$269.13	
	08/08/2026	Check	4805	Western Pest Control	UTILITIES	\$65.65	
	08/08/2026	Check	4804	SQUIRE	Accounting (HintonBurdick)	\$1,000.00	
	08/08/2026	Check	4803	Cathye Huckaby	Office Manager	\$1,305.00	
	07/17/2026	Expense	EFT	UTAH LOCAL GOVERNMENT TRUST	Auto	\$7,174.68	
	07/16/2026	Check	EFT	UTAH LOCAL GOVERNMENT TRUST	Liability Insurance	\$298.72	
	07/16/2026	Check	EFT	UTAH LOCAL GOVERNMENT TRUST	Property	\$3,419.30	
	07/16/2026	Check	EFT	Shell Small Business	Fuel	\$466.22	
	07/15/2026	Check	4802	SQUIRE	Accounting (HintonBurdick)	\$1,000.00	
	07/15/2026	Check	4801	Jim Banks	--Split--	\$1,361.90	
	07/15/2026	Check	4800	Scott Alishouse	--Split--	\$160.00	
	07/15/2026	Check	4799	Heber Barlow	--Split--	\$480.00	
	07/15/2026	Check	4798	Buccicardi, Gian	--Split--	\$120.00	
	07/15/2026	Check	4797	Kristen Carter	--Split--	\$480.00	
	07/15/2026	Check	4796	Richard Carter	--Split--	\$640.00	

Selected	Date	Type	No.	Payee	Category	Total	Action
	07/15/2026	Check	4795	Maddalyn Goodman	Call out reimbursement	\$160.00	
	07/15/2026	Check	4794	Wes Goodman	--Split--	\$1,320.00	
	07/15/2026	Check	4793	Clair Hansen	--Split--	\$320.00	
	07/15/2026	Check	4792	ROXANN HANSEN	--Split--	\$120.00	
	07/15/2026	Check	4791	Mack, Joshua	Training	\$200.00	
	07/15/2026	Check	4790	David Osborn {volunteer}	--Split--	\$160.00	
	07/15/2026	Check	4789	Plourde, Andrew	--Split--	\$160.00	
	07/15/2026	Check	4788	Reynolds, Raymond	--Split--	\$160.00	
	07/15/2026	Check	4787	Malcolm Tonneson	--Split--	\$480.00	
	07/15/2026	Check	4786	Don Williams	--Split--	\$840.00	
	07/15/2026	Check	4785	John Wray	--Split--	\$560.00	
	07/15/2026	Check	4784	Yanez-Hernandez, Ainath	--Split--	\$360.00	



UTAH ASSOCIATION OF SPECIAL DISTRICTS

SAVE THE DATE

Regional Board Member Training

For special district and special service district board members

DATE

Wednesday, September 2,
2026

TIME

6:00 pm to 8:00 pm

LOCATION

Washington County Water Conservancy
District
533 East Waterworks Drive, St. George

Training designed to help board members fulfill statutory requirements and govern with confidence.

OPEN AND PUBLIC MEETINGS ACT

Statutorily required training covering Utah's requirements for open meetings, notice, agendas, minutes, closed meetings, and board compliance.

ETHICS

Statutorily required ethics training focused on public service responsibilities, conflicts of interest, ethical decision-making, board governance issues, including nepotism, GRAMA overview, policy and other UASD templates for district use.

REQUIRED STATE AUDITOR TRAINING

Statutorily required topics including budgeting, fees, taxes, internal controls, fraud, reporting requirements, purchasing, insurance, and fund balance limitations and requirements presented by the Office of the State Auditor.

WHY ATTEND?

Meet statutory training
requirements

Receive practical guidance for
board service

Connect with neighboring district
leaders

Hosted by Washington County Water Conservancy District

Presented by the Utah Association of Special Districts

Please RSVP

uasd.org | uasd@uasd.org | 801-614-0405