

# RUSK COUNTY ANIMAL CONTROL BOARD MEETING MINUTES

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Thursday, July 19<sup>th</sup>, 2018 at 8:30 A.M.

Rusk County Government Center – Conference Room

**Present:** Roger Gierke, Ken Pederson, Kathy Mai, Nancy Christianson

**Others Present:** Karen Welke, Paula Carow, Tammy Moore, Danielle Zimmer.

Meeting called to order at 8:30 a.m.

Minutes from June 21<sup>st</sup>, 2018 meeting reviewed. Motion by Pedersen, second by Mai to approve. Motion carried.

**Public Comment:** Paula Carow shared ideas on shelter hours, budgeting for extra help, questioned if there was a complaint policy, and harassment. Committee members shared that both the county and city have complaint procedures in place.

**FRCAS update:** No update.

**On-Call Schedule:** Welke distributed copy of next months on-call schedule and gave brief overview of the schedule and coverage. Discussion on schedule, shelter staff positions and filling of positions. Motion by Pedersen, second by Mai to accept current procedure for on-call schedule, and seek permission from personal to hire for open on-call position. Motion carried.

**Shelter Hours:** Welke stated hours and the staffing issues they run into for the hours they are allowed to be open per day. Discussion on schedules and decisions regarding staff schedules needing to go through the Personnel Committee. Motion by Mai, second by Pedersen to leave hours as they are, but to bring this to the Personnel Committee for review. Motion carried.

**Manager Hours:** Welke stated her hours as they were set by Personnel and that she is primarily at the shelter during open hours and will go out on calls and update records after the shelter closes for the day. Motion by Pedersen, second by Mai to keep manager hours as they are. Motion carried.

**Animal Calls:** Welke stated complaints come in from all sources and every complaint is investigated, animal welfare and bites are the two most common. Discussion on county ordinance versus municipal ordinances and that the Animal Control Officer and Sheriff's Deputies are only allowed to enforce county ordinances. Motion by Mai, second by Christianson to address animal calls as is current procedure.

**Shelter Report:** Report distributed and reviewed. See Attached.

**Shelter Updates:**

- Managers' Report: Welke stated that the spay/neuter fund is growing with donations and fundraising. Possibility to get kittens spayed or neutered prior to leaving the shelter. Working on planning adoption events. There were 3 bites last month and a few welfare checks.

**Maintenance:** Required report was finalized, fire extinguishers were approved and one will be added by the front door. Shed was moved with help from the city to the gravel. One more shed may be moved to store the cans at the new shelter building.

**Budget Review:** Committee reviewed current budget.

**Review Bills:** Bills reviewed. Motion by Mai, second by Pedersen to approve bills. Motion carried

**Set Next Regular Meeting Date:** Next meeting set for August 16, 2018 at 8:30 am. Discussion on moving the September meeting to September 20, 2018 at 9:00 a.m.

Motion by Mai to adjourn. Meeting adjourned at 9:46 a.m.

**2018 RUSK COUNTY ANIMAL SHELTER REPORT**

**DOGS**

Incoming:	January	February	March	April	May	June	July	August	September	October	November	December	Total
Strays - total	3	5	9	4	15	5							41
Out of County	0	0	0	0	0	0							0
Surrenders - total	0	1	1	1	0	3							6
Adoption Returns	0	0	0	0	0	1							1
Impounds	0	4	0	0	0	0							4
In-house Quarantines	0	0	1	2	1	0							4
Outgoing:												<b>YTD</b>	<b>56</b>
Adoptions - Walk In	0	1	0	0	1	3							5
Adoptions - On Line	5	1	2	0	1	1							10
Reclaims	2	9	6	7	8	1							33
Euthanasias - Space	0	0	0	0	0	0							0
Euthanasias - Other	0	0	0	0	1	0							1
Transfers	1	0	0	1	1	0							3
												<b>YTD</b>	<b>52</b>

**CATS**

Incoming:	January	February	March	April	May	June	July	August	September	October	November	December	Total
Strays total	9	2	10	8	16	24							69
Out of County	0	0	0	0	0	0							0
Surrenders - total	0	2	0	0	5	1							8
Adoption Returns	0	0	1	0	1	0							2
Impounds	0	3	1	0	0	2							6
In-house Quarantines	0	0	0	0	3	0							3
Outgoing:												<b>YTD</b>	<b>88</b>
Adoptions - Walk In	2	2	6	1	3	1							15
Adoptions - On Line	3	1	11	1	2	3							21
Reclaims	0	2	1	2	0	0							5
Euthanasias - Space	0	0	0	0	0	0							0
Euthanasias - Other	1	0	0	2	0	2							5
Transfers	11	0	0	0	15	0							26
												<b>YTD</b>	<b>72</b>

REVENUES:	\$832.19	\$1,454.47	\$985.59	\$1,604.42	\$1,925.10	\$4,289.11							\$11,090.88
Ytd target amt	\$772.19	\$844.72	\$955.59	\$1,574.42	\$1,805.10	\$1,718.61							\$7,670.63
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Building fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							\$0.00
Neuter fund	\$60.00	\$609.75	\$30.00	\$30.00	\$120.00	\$2,570.50							\$3,420.25
Tags sold	0	0	0	0	0	1							1