

ANIMAL CONTROL COMMITTEE

MEETING MINUTES

Clinton County Board Room

October 9, 2023 – 7:30 p.m.

Ann Schroeder, Chairman

CALL TO ORDER

The meeting was called to order at 7:30 p.m. by Chairman Ann Schroeder.

ROLL CALL OF MEMBERS

Committee Members Present: Ann Schroeder, Mike Hilmes, Joe Jansen

Also Present: Board Chairman Brad Knolhoff, Administrator Kenny “Doc” Brown, Animal Control Warden Michaela Becherer, and Deb Wesselmann

RECOGNITION OF VISITORS AND GUESTS

Former Board Member Deb Wesselmann attended the meeting to voice her concern with some of the Animal Control protocol, namely employee safety in the kennels, activity on social media, and Animal Control’s policy on feral cats. Her concerns were discussed and will be taken into consideration.

APPROVAL OF MINUTES

Motion to approve the September minutes was made by Joe Jansen. Seconded by Mike Hilmes.

ANIMAL CONTROL ADMINISTRATOR REPORT – KENNY “DOC” BROWN

Doc Brown distributed the Itemized Monthly Committee Report, an Income Report for September, and a Report of Rabies Tags Distributed/Paid For in the month. He also distributed a copy of the Clinton County Animal Control Methods and Practices for Impounded Animals. The impounding rules were discussed and Doc noted that they are now going to require a deposit for adoptions. Doc also reported on the following:

- Several people have recently volunteered to be transfer agents for when canines or felines need to be transported.
- A couple of the part-time employees are being trained on the front office duties.
- Doc received a cost estimate from SimpliSafe and ADT for the purchase of smoke/carbon monoxide detectors.
- Animal Control is now using the Square and can accept credit or debit card payment.
- Doc is planning a safety training meeting with the staff.
- Doc reported that we are still waiting on the DEA license.

Brad Knolhoff requested to a monthly disclosure form for each canine/feline, with each animal being assigned a number. Brad also expressed the need for large warning signage on the kennels when a canine is being held for biting or there is a potential aggressive canine. Doc noted that he has signs ordered.

REVIEW AND APPROVAL OF MONTHLY BILL AND EXPENDIURES

UNFINISHED BUSINESS

- a. **Maintenance Issues at Animal Control Building** – Doc Brown said that the two sinks are still needing to be relocated. Brad informed him to contact the guys in maintenance to get it done. The cage grates and the platforms to install the unused cages correctly have been ordered and should arrive some time in October.
- b. **Drive-Thru Clinics – Rabies and Low-Cost Spay & Neuter** – A Drive-thru Rabies Clinic is scheduled for Saturday, Oct. 14th. Low-cost spay & neutering will also be done on Oct. 7th, 14th (after the rabies vac. clinic), and 28th.

NEW BUSINESS

ADJOURN

Motion to adjourn was made by Joe Jansen. Seconded by Mike Hilmes. Motion carried.