ANIMAL CONTROL COMMITTEE
MEETING MINUTES
Clinton County Animal Control
September 14, 2026 – 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 and Joe Jansen
Also Present: Board Chairman Brad Knolhoff, Administrator Kenny "Doc" Brown, and Animal Control Warden Tony Petrea

APPROVAL OF MINUTES
Motion to approve the August minutes was made by Mike Hilmes. Seconded by Joe Jansen.

ANIMAL CONTROL ADMINISTRATOR REPORT - KENNY "DOC" BROWN
- The Expenditure and Budget Status Reports were reviewed.
- Doc reported that the 501(c)3 is taking off. The first donation was received for $800 from someone in Texas.
- Doc said that quite a few Marion County spay & neuters are being done, and he will be donating his time to do a rabies clinic in Salem.
- Doc noted that he still feels that another person is needed to fill the position of Assistant Warden.
- Doc will get everyone a copy of the National Guideline for Shelters.

ANIMAL CONTROL WARDEN REPORT - TONY PETREA
- Tony distributed his reports which showed that 2 citations were issued in August. There were 17 online rabies tag payments, 9 online spay/neuter clinic reservations, and 57 calls run in the month of August.
- There were 10 dogs and 23 cats taken into the facility in August. At the current time, there are 12 dogs and 22 cats housed.
- Tony presented a volunteer waiver & agreement for volunteer walkers since no fence will be going up. Brad advised that he have the States Attorney review it.
- He reported that there has been an increase in bite cases and holds and also in calls regarding wildlife and bats.

A general discussion was held regarding Humane Choice Low Cost Spay and Neuter putting a donation lockbox at Animal Control. Brad noted that he felt that would be fine, but it would need to be checked often in case someone accidentally puts their rabies tag payments in it. Doc recommended putting a jar out only during clinics when more people are at the facility.

A general discussion was also held regarding the upcoming budget. Tony noted that we would probably need to increase vehicle maintenance as the truck is aging.

REVIEW AND APPROVAL OF MONTHLY BILL AND EXPENDITURES

UNFINISHED BUSINESS
- Intergovernmental Agreement Ordinance/Fee- Brad gave a report on his meeting with the mayors. A discussion was held regarding calls coming in during normal AC hours vs. after hours and weekends. Fees will need to be established for the after hour and weekend calls. Municipalities will also need to give co-authority to Animal Control to issue tickets & fines within their municipalities and update their own animal control ordinances.
- Chipping on Epoxy Floor- Repairs will be made on October 1st or 2nd.
- Generator at Animal Control- Two bids were received with Kohrmann Electric coming in the lowest.
- Ductwork Condensation- Repairs were made and since that was done, there has been no condensation. Tony said they are still waiting for new register covers to be put on.

NEW BUSINESS

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