

**ANIMAL SHELTER ADVISORY COMMITTEE MEETING
CITY OF RHINELANDER
TUESDAY, OCTOBER 25, 2011 - 4:15 PM CITY HALL
Chairperson Karla Ortman**

Minutes

1. CALL TO ORDER AND ROLL CALL

Members Present: Ortman, Gleason, Lofquist, Kazda, Freudenberg, Ring, Mayor Johns, Oborn

Others Present: Gunder Paulsen, Bria Swartout

2. REVIEW OF PAST MEETING MINUTES

MOTION BY GLEASON, SECOND BY LOFQUIST TO APPROVE THE MINUTES OF THE SEPTEMBER 15 AND SEPTEMBER 27, 2011 MEETINGS. 6 AYE, 0 NAY, FREUDENBERG ABSTAINED FROM APPROVAL OF SEPTEMBER 27 MINUTES BECAUSE HE WAS NOT IN ATTENDANCE; MOTION CARRIED.

3. DEPARTMENT ACTIVITY REPORT

- A. The September activity report was presented for review. Swartout reported that the shelter transferred 6 small dogs in from the Milwaukee Area Domestic Animal Control Commission (MADACC). This was the first time doing a transfer like this. MADACC reaches out to shelters and rescue groups in the state for help in taking dogs that have come in as strays and were not reclaimed by owners. MADACC's euthanasia rate is ~50%. Our shelter typically does not have many small dogs and they are usually in high demand. All the dogs transferred were quickly adopted.
- B. A special adoption day was held on October 1. Swartout explained that the shelter was open for additional afternoon hours in hopes of drawing more people in to meet the adoptable pets. It was a good day, with about 25-30 people coming through during the extra hours. Three cats and two dogs were adopted and some additional adoption applications were received.

4. UNFINISHED BUSINESS

- A. Reclaim fee review: Kazda presented a chart of what a number of towns in Oneida County do with their stray animals. In her research, she learned that no towns want to deal with cats. Discussion ensued on some of the details of a few of the townships. Currently the RAS charges townships \$25 per animal brought in from their town and \$40 per litter. The Clark County Humane Society microchips every animal that comes in as a stray and charges the owner \$30 to reclaim their pet, but will work with the owner if \$30 appears to be a hardship. Mayor John suggested that some community education is needed with regard to what these fees cover and how we can better work together.
- B. Shelter assessment:
MOTION BY GLEASON, SECOND BY LOFQUIST TO TABLE THIS AGENDA ITEM AND READDRESS IN THE FUTURE; 6 AYE, 0 NAY; MOTION CARRIED.

5. NEW BUSINESS

- A. Budget Update: Oborn distributed a copy of the proposed 2012 budget for the animal shelter. The 2012 budget includes full funding of the animal shelter for the first half of the year, until July 1, 2012. Also included in the budget is \$22,000, labeled as management fees, designated for the non-profit organization assuming operation of the shelter effective July 1. This \$22,000 is considered the City’s contribution toward the shelter’s operation for the period of July 1 – December 31, 2012. Freudenberg asked if the current employees will stay with the shelter. Oborn stated that is something that can be negotiated and believes that the employees will go with the shelter and become employees of the non-profit organization. Oborn stated that a non-profit organization could solicit funds and operate the shelter more efficiently than the City can. Most counties in the state are operated by non-profits. The City knew since 2009 that the budget was in deficit for the shelter.

During review of the distributed budget, it was noticed that the calculations of some shelter staff salaries were incorrect. Oborn acknowledged and said he would follow up with the Finance Director to see what happened there.

Oborn also reported on the status of a new part-time position for the shelter. The job announcement will be posted for about 1 ½ weeks. The position is set up as a temporary position to avoid union membership. If the position lasts more than 120 calendar days, the City will ask for an extension. The position will be posted until filled.

Discussion ensued on sources of revenue for the non-profit organization, noting donations, fundraising, county funding and contracts with townships as possible sources. Paulson recommended a presentation at the annual group township meeting.

6. MATTERS OF EMERGENCY/INFORMATIONAL NATURE

There were none.

7. REVIEW OF BILLS AND CLAIMS

MOTION BY RING, SECOND BY GLEASON TO APPROVE THE BILLS AND CLAIMS AS SUBMITTED. 6 AYE, 0 NAY; MOTION CARRIED.

8. FUTURE AGENDA REQUESTS AND MEETING DATE

- A. Next meeting: NOVEMBER 29, 2011, 4:15 pm.
- B. Possible agenda items: Reclaim Fee, Needs Assessment

9. ADJOURNMENT

MOTION BY RING, SECOND BY GLEASON TO ADJOURN THE OCTOBER 24, 2011 ANIMAL SHELTER ADVISORY COMMITTEE. 6 AYE, 0 NAY; MOTION CARRIED.

APPROVED BY

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Animal Shelter Advisory Committee Meeting
 October 24, 2011