

ANIMAL CONTROL AD HOC COMMITTEE

DRAFT - MEETING MINUTES

Thursday, January 4, 2024 – 12:00 p.m.

Howard Male Conference Room

Commissioners Present: Brenda Fournier, Chair
John Kozlowski
Burt Francisco

Others Present: Mary Catherine Hannah, County Administrator
Kim MacArthur, Board Assistant
Sheriff Erik Smith
Animal Control Officer Michelle Reid

CALL TO ORDER

Chair Brenda Fournier called the meeting to order at 12:00 p.m.

ADOPT AGENDA

Chair Fournier presented the agenda for approval. Motion was made by Commissioner Francisco and supported by Commissioner Kozlowski to adopt the agenda with the following additions: 1) Friends of Animal Control Discussion and 2) Update with City of Alpena. Motion carried.

INFORMATION ITEM: Sheriff Erik Smith reported he had a meeting with Animal Control Officer Michelle Reid and the Friends of Animal Control to discuss how the group is progressing. They stated they have an interest in contracting with the County to manage and operate the shelter. The Friends would like to fundraise to update and improve either the current building or possibly a portion of the Merchants Building. Discussion was made on the value of investing money in the current location or finding a new one. Deputy Reid reported the fairgrounds is a good spot as it is centrally located and fenced in. The County would keep the enforcement side of things, and the Friends would take over management and operations and would report back to the Board the same as other contracted services do for the County.

INFORMATION ITEM: Sheriff Smith updated the Committee on the meeting held with City Manager Rachel Smolinski, Cindy Johnson with the Huron Humane Society, City Police Chief Eric Hamp, and County Administrator Mary Catherine Hannah. The City has an understanding that they will be responsible for their animals. Motion was made by Commissioner Kozlowski and supported by Commissioner Francisco to recommend approval for the Sheriff to contact the City Police Chief to request all animals seized or taken in by the City Police are taken to Huron Humane Society per their contract effective immediately. Roll call vote was taken: AYES: Commissioners Francisco, Kozlowski, and Fournier. NAYS: None. Motion carried.

ACTION ITEM #1: The Committee recommends approval for the Sheriff to contact the City Police Chief and request all animals seized or taken in by the City of Alpena Police Department are taken to the Huron Humane Society, as per the

written contract between Huron Humane Society and the City of Alpena, effective immediately as presented.

INFORMATION ITEM: Sheriff Smith presented the first portion of the Manual of Standard Operating Procedures for review and discussion. The manual of 43 pages has a good format and is easy to read. The completed manual will be approximately 60 pages and Deputy Reid is in the process of finishing the remaining pages.

INFORMATION ITEM: Deputy Reid presented the Monthly Animal Control Reports for November (attachment #1) and December (attachment #2) for review.

Friends of Animal Control will meet for further discussion and bring more information back to the Committee at a future meeting.

***Next Meeting: Thursday, February 1, 2024 at 12:00 p.m. in Howard Male Conference Room**

ADJOURNMENT

Motion was made by Sheriff Smith and supported by Commissioner Kozlowski to adjourn the meeting. Motion carried. The meeting adjourned at 12:48 p.m.

Brenda Fournier, Chair

kvm

#1

Animal Control Donation Balance
Date of Report 11/30/2023

\$ 52,513.58

November 2023 Revenue

101-430-630.000 Impound Fees	\$	391.70
101-430-684.000 Misc Rev/Donation	\$	3,821.30
101-430-677.000 Reimbursements/Restitution	\$	-

Monthly Intake Totals

Species	Total
DOG	20
CAT	4
FERRET	1
Grand Total	25

Jurisdiction	Total
ALPENA TWP	7
CITY OF ALPENA	10
MAPLE RIDGE TWP	1
GREEN TWP	1
OSSINEKE TWP	1
SANBORN TWP	1
WILSON TWP	4
Grand Total	25

Jurisdiction	Total
COUNTY OF ALPENA	15
CITY OF ALPENA	10
Grand Total	25

Strays by Transport Type	Ct
STRAY	14
ACO	5
ACSO	5
APD	2
CITIZEN	2
Grand Total	14

ALL ANIMALS TRANSPORTED BY

AGENCY	Total
APD	3
ACSO	5
OWNER	1
CITIZEN	3
ACO	13
Grand Total	25

Intakes by Type with Outcomes

Surrender Reason	Total
OWNER SURRENDER	4
ADOPTED	2
TRANSFER	1
OWNER REQUESTED EUTHANASI/	1
STRAY	14
RTO	10
ADOPTED	3
IN HOUSE	1
CASE	7
RTO	3
ADOPTED	1
IN HOUSE	1
FOSTER	1
HOUSE	1
Grand Total	25

Outcomes

Intakes from November

Disposition Type	Total
ADOPTED	6
RTO	13
TRANSFER	2
IN HOUSE	2
FOSTER	1
OWNER REQUESTED EUTHANASIA	1
Grand Total	25

Intakes from Previous Month

Disposition Type	total
PREVIOUS MONTH INTAKE	10
ADOPTED	6
FOSTER/EVIDENCE	4
Grand Total	10

Animal Control Donation Balance
Date of Report 12/31/2023

\$ 54,911.28

December 2023 Revenue

101-430-630.000 Impound Fees	\$	350.00
101-430-684.000 Misc Rev/Donation	\$	3,166.92
101-430-677.000 Reimbursements/Restitution	\$	177.50

Monthly Intake Totals

Species	Total
DOG	18
CAT	5
Grand Total	23

Jurisdiction	Total
ALPENA TWP	10
CITY OF ALPENA	8
GREEN TWP	3
OSSINEKE TWP	1
SANBORN TWP	1
Grand Total	23

Jurisdiction	Total
COUNTY OF ALPENA	15
CITY OF ALPENA	8
Grand Total	23

ALL ANIMALS TRANSPORTED BY

Strays by Transport Type	Ct
STRAY	14
ACO	2
ACSO	4
APD	3
CITIZEN	5
Grand Total	14

AGENCY	Total
APD	3
ACSO	4
OWNER	2
CITIZEN	5
ACO	9
Grand Total	23

Intakes by Type with Outcomes

Surrender Reason	Total
OWNER SURRENDER	2
IN HOUSE	2
STRAY	14
RTO	11
ADOPTED	1
IN HOUSE	2
CASE	6
IN HOUSE	6
QUARANTINE	1
IN HOUSE	1
Grand Total	23

Outcomes

Intakes from November

Disposition Type	Total
ADOPTED	1
RTO	11
IN HOUSE	11
Grand Total	23

Intakes from Previous Month

Disposition Type	total
PREVIOUS MONTH INTAKE	8
ADOPTED	3
OWNER REQUESTED EUTHAN	1
TRANSFER	1
ADOPTION	1
EUTHANASIA	2
Grand Total	8