

# Montgomery County Board

## HWE Committee Meeting Minutes

**Date:** Thursday, May 9<sup>th</sup>, 2013

**Time:** 8:30 AM – Historic Courthouse Conference Room

**Members:** Chairman Connie Beck, Chuck Graden, Earlene Robinson, Mike Webb, Richard Wendel, and Board Chairman Roy Hertel

**Others Present:** Bill Gonet. Nancy Richardson came in later.

1. **Update/Approval Recycling Program and Events:** Dawn Lutz was absent, however a written report was read by the committee.
  - **Tours:** Head Start youngsters attended a couple of tours at the recycling center at the end of April.
  - **Electronics Recycling Update:** The Electronics Drives that were held on April 18<sup>th</sup> and 19<sup>th</sup> went very well and 83,338 pounds of electronics were collected and shipped out. There have been a total of 6 drives in the past few years for a total of 491,890 pounds of electronic waste collected from residents of Montgomery County to be recycled. That equates to a total of 26 semi loads of electronics that will not end up in our local landfill. Farmersville, Coffeen and Raymond all brought their dump trucks loaded with electronics. This has been an added service for the smaller municipalities that seems to be going very well and the most they have to wait is about 20 minutes to get off loaded. Another collection will be scheduled for October.
2. **Update/Approval EPA Report:** Bill Gonet gave a copy of the Host Fee Agreement for the committee to review.
  - **HW Collection:** Gonet reported that IL EPA has asked if the County would be interested in working with a Municipality to host a Household Hazardous Waste Collection. There has not been a HW collection for several years due to state funding. This event is in the planning stages and Gonet will advise as information is released.
  - **Status of Tire Pickup:** Gonet has reported that there is no tire collection planned. The state does not have funding for this.
  - Gonet stated the State inspectors will be covering his position if there are any emergencies while he is on vacation due to the fact that you have to be a certified inspector.
  - Gonet shared the EPA regulations regarding the disposal for light bulbs.
3. **Update/Approval Animal Control Facility and Program:** Nancy Richardson came at the end of the report. Committee members reviewed the Animal Control Intake Summary and the reports for the monthly revenues and expenses.
4. **Update/Approval Animal Control Bequest:** Chairman Hertel announced that County Animal Control has been named in a bequest of approximately \$800,000 and that the money should be released to the County in July or August. The committee discussed not spending this money for day to day operations. Hertel stated that the facility needs another vehicle and some of the money could be used for that purchase. Hertel stated that this money has to be used for animal control and that we need to be frugal with it and not spend it like the coal money. Webb stated if we dip into the bequest funds it won't be there if needed in later years. Hertel stated that the rabies tags still need to be raised so that animal control budget can break even with the interest that is received from the bequest money. The committee discussed doing something like naming the facility or possibly the new cat room in memory of the lady that left the money for animal control.

5. **Update/Approval Animal Control Increase Fee for Rabies Tags:** The committee discussed raising the Rabies Tag fee for pet owners from \$5.00 to \$10.00 for a pet that is sterile, and from \$15.00 to \$20.00 for a pet that is not sterile. Costs at the facility will continue to increase and Hertel stated that we need to break even and he does not want to raise taxes. People who own animals should pay for the facility. Mike Webb stated that some people in the northern part of county go to Springfield for services and reported that back in the 1990's they had rabies clinics there in town. Beck stated she and Richardson talked about spreading the rabies clinics around. Hertel stated we should also change the ordinance so that there would be no more warnings for getting rabies shots if a pet owner does not have their animals current. Hertel also reported that he called Veterinarian Ben Brohammer in regards to the recent editorial he wrote to the newspaper about his concerns regarding raising the fees for rabies tags. Hertel stated that since the Vets are doing a service for collecting our money for the rabies tags, they should keep a dollar of the rabies tag fee. The committee reviewed statistics of rabies tags issued since 2009 that was compiled by Megan Beeler using the Rabies tag data base and also reviewed a few other reports showing a 12 year history of the revenue and expenses for animal control. These reports also showed statistics for the number of rabies tags sold over the years and the annual intake information. Each year we have to report where the animals go to obtain the Department of Agriculture license. Hertel stated that the revenue is kept on a form and Richardson brings into the Treasurer's Office where it is counted and signed off on. Cash is brought in and accounted for. The committee discussed taking the rabies tag increase for a vote to the board.

**Motion Mike Webb 2<sup>nd</sup> by Earlene Robinson to raise the rabies tag fee from \$5.00 to \$10.00 for sterile animals and from \$15.00 to \$20.00 for intact animals with the Vets retaining \$1.00 per tag for their processing fee. All in favor, motion carried.** The committee will also review the current fees and fines to see what can be increased. The animal control ordinance states that warnings are given for pet owners that don't have their animals' current with rabies vaccinations. The committee discussed changing the ordinance to assess fines instead of warnings. The committee instructed Daniels to send out the animal control statistical information along with the HWE's motion and recommendation to increase the rabies tag fee to the board members.

Warden Richardson came into the meeting after an appointment and was informed that the committee has made a motion to recommend the \$5.00 increases in rabies tags fees with \$1.00 of the fee going to the Vets for their services. Richardson stated that her fear with giving the Vets a \$1.00 per tag now is that their costs will go up and they will want more money so this will have to be re-visited every couple of years. Richardson stated that when she bills the Vets, she can bill them for the tags then give a credit for the \$1.00 per tag.

Chairman Hertel asked Richardson about the volunteer response. Richardson stated that the CRC (Continuing Recovery Center) people have not been there much over the past few months. There are a couple of PAWS people that are not there anymore, but other volunteers come with the warmer weather. Richardson stated that she wants to have a meeting to encourage new people to come and volunteer. The committee discussed approval of the reviewed volunteer forms and that volunteers would not be able to handle the animals until they have had training. Hertel asked Richardson about general donations. Richardson replied that she has put an article in the paper this week asking for donations as the intake numbers were up this month. Monetary donations are about the same.

Chairman Hertel asked if PAWS CARE is getting the inventory list each Friday and Richardson stated that she does send them one when she has time to revise it for the ones that leave the facility. Richardson stated that she sent a revised list this morning to reflect the four that left for rescue yesterday

that she arranged and for the two that were adopted. Richardson stated that if they (PAWS) want to rescue they can, but the last several rescues have been arranged and transported by the staff.

The committee discussed the bequest money with Richardson and that a new vehicle will be purchased. Hertel also stated that the animal control budget will not be reduced to pay the difference. If you take the interest from the bequest money and the increase in rabies tags if that passes, then animal control should be able to break even.

The committee discussed the plans for getting ready to construct the cat room.

Richardson reported that she will have the "Calls, no intake report" next month. This report will show the calls they respond to that may not have a fee associated with the call. Richardson is still charging the municipalities \$25.00 per call even if an animal is not picked up. The committee told Richardson the ordinance needs to be changed so that fines will be given instead of warnings.

Neglect and abuse calls are not charged to the municipalities. Richardson said that if she goes on a call where there is a problem that needs to be fixed, they tell the pet owner what needs to be done and then she follows up with a letter to the pet owner so that it is in writing and then another follow up visit is made. Richardson stated that if everything is OK with the next visit, then great the person is a better pet owner now and they are not fined because their dog needs vetting or water, they are given a chance to correct the situation.

6. **Update/Approval Draft of The Montgomery Animal Control Volunteer Manual:** The committee reviewed a Draft of the Montgomery County Animal Control Volunteer Manual that was prepared by Connie Beck and it is being reviewed by Betsy Wilson. Beck asked the committee members to review and comment at the next committee meeting. Hertel stated that the final version should be sent to PAWS CARE.
7. **Update/Approval of the Revised Adult Volunteer Release Forms:** The Committee reviewed a draft of the revised adult volunteer release forms and discussed a couple of concerns that Assistant States Attorney Betsy Wilson addressed in an email. The committee does want training for volunteers prior to them handling the animals and wanted language addressing adult volunteers that may have a minor child with them. The committee stated that volunteers can do other things like dishes, cleaning, and data entry without handling the animals. Language will also be added in regards to minors that are with Adult volunteers. **Motion by Mike Webb and second by Richard Wendel to recommend the approval of the revisions to the New Volunteer Release Forms pending approval of the State's Attorney Office. All in favor, motion carried.**
8. **Update/Approval Tours of Recycling Center and Animal Control Facility:** June 11<sup>th</sup> at Recycling, July 9<sup>th</sup> at Animal Control

Pay Bills: Motion to pay the bills by Mike Webb, second Richard Wendel. All in favor, motion carried., Motion to adjourn by Chuck Graden and second by Richard Wendel.

Meeting adjourned at 10:30 am

Minutes respectfully submitted by acting secretary Chris Daniels as Deputized by the Montgomery County Clerk and Recorder, Sandy Leitheiser.