

Correction made 11-19-2024
ANIMAL CONTROL COMMITTEE
MEETING MINUTES

Clinton County Board Room
January 8, 2024 – 6:30 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: Administrator Kenny “Doc” Brown, Animal Control Warden Tony Petrea, and Deb Wesselmann

RECOGNITION OF VISITORS AND GUESTS

Deb Wesselmann attended the meeting to discuss the feral cat issue. She commended Animal Control for all they were doing to capture the ferals that the Corp of Engineers had requested to be caught. Deb noted that ferals tend to carry disease and are a threat to native wildlife.

APPROVAL OF MINUTES

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

ANIMAL CONTROL ADMINISTRATOR REPORT – KENNY “DOC” BROWN

Doc Brown distributed the Administrator Monthly Census/Clinics Report and a Report of Rabies Tags Distributed/Income. A discussion was held on the following matters:

- Doc reported that the the costs involved in the Centralia hoarding case were calculated, and they will be sending the City of Centralia a bill for \$4,000.00. This will help cover some of the cost the County incurred.
- Doc questioned if the money that comes in from citations goes into the Animal Control Fund or the General Fund? He also inquired as to why Animal Control pays 100% of all utilities at the Multi-Purpose Building when it is used by other departments. This matter is going is going o be checked into further. This will be discussed further.
- Doc spoke with a representative at Whittmore Enterprises in CA and was told they have a new ~~euthanasia~~ anesthesia machine for sale for \$4,115.00. He was planning to purchase a refurbished machine that was approved at the November meeting, but the company sold that unit from under him. He is going to check prices with some other places too.

ANIMAL CONTROL WARDEN REPORT – TONY PETREA

- Tony reported that he has been looking on the National Animal Care & Control Assn. website, and there are two courses that he will be taking, Animal Control Officer I & Animal Control Officer II. Another course that he is interested in is the Chemical Immobilization Course to help catch dogs running at large.
- Tony noted that DEA has finally cashed the check AC had sent them, so he is hoping we will hear something on Clinton County Animal Control’s DEA license soon.
- A discussion was held regarding the county’s municipalities and what their responsibilities are.
- Tony reported that he has been receiving calls from people outside of Clinton County. It was advised that he only take animals from within the county. If that isn’t in the Standard Operation Procedures, it should be added to the policies.

REVIEW AND APPROVAL OF MONTHLY BILL AND EXPENDIURES

UNFINISHED BUSINESS

Maintenance Issues at Animal Control Building – Joe Jansen and Mike Hilmes did the final walk-thru of the AC building prior to the expiration of the 1-yr. Builder’s Warranty. A list of items found was sent to the contractor. Joe will follow up with the contractor to see when the items will be repaired and will check on the sink in the cat room.

NEW BUSINESS

ADJOURN

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

ANIMAL CONTROL COMMITTEE

MEETING MINUTES

Clinton County Board Room

February 12, 2024 – 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: Administrator Kenny “Doc” Brown and Animal Control Warden Tony Petrea

RECOGNITION OF VISITORS AND GUESTS

APPROVAL OF MINUTES

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

ANIMAL CONTROL ADMINISTRATOR REPORT – KENNY “DOC” BROWN

- Doc Brown distributed the Administrator Monthly Census/Clinics Report.
- Doc reported that Tony issued 3 citations in January and questioned if the fines go into the animal control fund or the general fund. Mike Hilmes will check the state statutes and the county codes to verify where it should go.
- Doc noted that there are a lot of unpaid rabies certificates. Most of the delinquent certificates were prior to the tags being distributed by the veterinarian offices. Doc will put an article in the paper prior to late notices being mailed out giving people an opportunity to pay prior to a fine being added.
- Doc reported that the new anesthesia machine came in from Whittmore Enterprises. The tank will be leased.
- Doc said that Animal Control has still not received the DEA license. As soon as it arrives, they will get the cage grates and the platforms ordered so that the additional cages can be installed.

ANIMAL CONTROL WARDEN REPORT – TONY PETREA

- Tony presented his report for January and a discussion was held.
- Tony said that a fillable adoption form is now on the county website. People can complete the adoption form online and submit it to Animal Control immediately. He is also going to prepare a form so that people can pay for rabies tags online. He plans to have cards made with instructions on how to pay online and will ask the veterinarian clinics who do not distribute rabies tags to provide a card when pets are vaccinated.
- Tony said that he reviewed Madison County’s Codes to see what their charges are for picking up animals at municipalities. He suggested that municipalities have holding pens so that they can hold animals short term. Doc said that he will meet with some of the municipalities to discuss this.
- Tony noted that the IL State Statute states that if Animal Control is not staffed 24/7, there must be a fire alarm or sprinkler system in each room used for housing animals. He’ll check with X-Sense to get a price on their Home Smart Security System.
- Tony said that we need to review our codes to see how a Dangerous Animal is defined. He recently learned in one of his classes that there should be two different levels of Bite...level one vs breaking the skin.

REVIEW AND APPROVAL OF MONTHLY BILL AND EXPENDITURES

UNFINISHED BUSINESS

Maintenance Issues at Animal Control Building – Joe Jansen reported that the plumbing is fixed and the sink is hooked up in the cat room. Clinton County Garage Doors were contacted regarding the overhead door issue but said that they will charge if they have to come out to make a repair. This repair should be covered by the 1-year Builder Warranty.

ADJOURN

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

ANIMAL CONTROL COMMITTEE

MEETING MINUTES

Clinton County Board Room

March 11, 2024 – 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 and Joe Jansen

Also Present: Board Chairman Brad Knolhoff, Administrator Kenny “Doc” Brown, and Animal Control Warden Tony Petrea

RECOGNITION OF VISITORS AND GUESTS

APPROVAL OF MINUTES

Motion to approve the February minutes was made by Joe Jansen. Seconded by Ann Schroeder.

ANIMAL CONTROL ADMINISTRATOR REPORT – KENNY “DOC” BROWN

- Doc Brown distributed the Administrator’s February Census/Clinics Report, Rabies Tag Report, and the Clinic Services Cost Chart.
- Doc reported that there will be a rabies clinic at Animal Control on 5/4/24 and in Keyesport on 5/11/24. He also noted that the low cost spay/neuter clinics have been well accepted and are full through May. He is considering offering a punch card/token for customers to purchase 5 spays/neuters and get one free, or something of that sort.
- Budget projections were reviewed.
- Animal Control’s DEA license still did not come in. Because of this delay, Doc is considering ordering the cat cage grates & platforms under his DEA license account since the company will not allow Animal Control to order without a DEA number.
- Doc reported that they have been reviewing the County’s Animal Control Ordinances, and they will be proposing some changes.
- Doc noted that at some point, Animal Control may want to consider putting out bids to see if other veterinarians are interested in doing spay/neuter clinics. Another idea would be to have intern vets come in.

ANIMAL CONTROL WARDEN REPORT – TONY PETREA

- Tony presented his report for February and a discussion was held.
- The door hangers came in, so Tony will be putting them on doors to notify people of delinquent rabies tags.
- Tony distributed a document regarding “Irresponsible Pet Owners”. He is sending it the State’s Attorney for review and would like for it to be written into an ordinance.
- Tony got a price on the X-Sense Home Smart Smoke Detector System and will be getting it ordered.
- There will be a humane euthanasia class in Peoria next week that Tony will be attending. A conference put on by the IL Animal Welfare Federation will also be held in June in Bloomington.
- A TNR (Trap-Neuter/Spay-Return) program was discussed. Animal Control considered offering it as a possibility by using funds from spay/neuter clinics towards a TNR program as long as there is a place for the cats to go.

REVIEW AND APPROVAL OF MONTHLY BILL AND EXPENDIURES

UNFINISHED BUSINESS

Maintenance Issues at Animal Control Building – Joe Jansen reported that he received an estimate from Clinton County Garage Door to correct the garage door issues. Animal Control would split the cost with the Building Fund. Ann Schroeder made a motion to have the work completed by Clinton County Garage Door, Joe Jansen seconded the motion.

ADJOURN

Motion to adjourn was made by Joe Jansen. Seconded by Ann Schroeder. Motion carried.

ANIMAL CONTROL COMMITTEE

MEETING MINUTES

Clinton County Board Room

April 8, 2024 – 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: Administrator Kenny “Doc” Brown and Animal Control Warden Tony Petrea

RECOGNITION OF VISITORS AND GUESTS

APPROVAL OF MINUTES

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

ANIMAL CONTROL ADMINISTRATOR REPORT – KENNY “DOC” BROWN

- Doc Brown distributed the Administrator’s March Census/Clinics Report and Rabies Tag Report.
- Doc reported that the Spay/Neuter Clinics have been going well. Clinics in April, May and June 8th are full. They are currently booking for the 12th, 22nd and 26th of June. Rabies clinics are scheduled at Animal Control on May 4th and in Keyesport on May 11th.
- The cat cage grates and platforms are ordered. As soon as they come in, they will be doing some reorganization in the rooms.
- The Animal Control’s DEA license still did not come in.

ANIMAL CONTROL WARDEN REPORT – TONY PETREA

- Tony presented his report for March. He noted that AC has started receiving online rabies payments. One citation was issued in March. Fines are now going to be entered as a separate line item so they can be tracked.
- The X-Sense Home Smart Smoke Detector System has been purchased and will be installed soon.
- A computer is needed for the intake room. He has been testing an online time clock and hopes to have it implemented soon.
- Tony presented a copy of a Fellow Acknowledgement that he received from the Belleville Area Humane Society for the Board to review.
- Tony reported that he passed the Humane Euthanasia course that he recently took.
- Animal Control is now set up with Nasco Education out of Wisconsin. The company will pick up deceased animals and distribute them to schools for research and learning in an effort to improve animal health.
- A general discussion was held regarding current issues going on in the County

REVIEW AND APPROVAL OF MONTHLY BILL AND EXPENDITURES

UNFINISHED BUSINESS

Maintenance Issues at Animal Control Building – Joe Jansen reported that Clinton County Garage Doors made the necessary repairs to the garage doors, and everything is working perfectly.

ADJOURN

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

ANIMAL CONTROL COMMITTEE

MEETING MINUTES

Clinton County Board Room

May 13, 2024 – 6:00 p.m.

Ann Schroeder, Chairman

CALL TO ORDER

The meeting was called to order at 6:00 p.m. by Chairman Ann Schroeder.

ROLL CALL OF MEMBERS

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

Also Present: County Board Chairman Brad Knolhoff and Administrator Kenny “Doc” Brown

RECOGNITION OF VISITORS AND GUESTS

APPROVAL OF MINUTES

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

ANIMAL CONTROL ADMINISTRATOR REPORT – KENNY “DOC” BROWN

- Doc Brown distributed the Administrator’s Services Report and Rabies Tag Report.
- Doc reported that the Spay/Neuter Clinics have been going well. He has additional clinics scheduled in July (1) and August (2).
- Rabies tag collections are going great. \$9,445.00 was collected in April.
- The cat cage grates and platforms are in. They are needing a work order to get Dennis in to install them.
- The budget was discussed. Doc explained that the expenses appear to be going up because of the clinics, but the income is going up as well.
- The Animal Control’s DEA license still did not come in. Bost’s traveling office will be at the boardroom on Monday, May 20th from 10AM to 3:00PM. Doc Brown said that he plans to attend to inquire on the delay of the DEA license.
- Doc explained that he would still like to increase some fines, especially for repeat offenders. He noted that he will bring in the numbers and write up an ordinance (including the reason) so that it can be presented to the full board for approval.

ANIMAL CONTROL WARDEN REPORT – Presented by Administrator Doc Brown

- In Warden Tony Petrea’s absence, Doc presented Tony’s report for April.
- The program with Nasco Education is going well. They have been to Animal Control to pick up deceased animals for distribution to schools for research.
- Designs for new decals for the Animal Control truck were presented to the committee for review. Brad recommended that we wait for the decals until AC gets a new truck.
- Information was distributed on the ShelterLuv program, which is a comprehensive web-based shelter and rescue management system. For a fee of \$2.00 per adopted animal (transfers, return to owner, etc. are free), ShelterLuv would connect Animal Control with all shelters, provide direct integration with Petfinder & Adopt A Pet, and also provide access to other services. Doc said that he will look into it a little further, but the general consensus was that it was a good idea.

REVIEW AND APPROVAL OF MONTHLY BILL AND EXPENDIURES

UNFINISHED BUSINESS

ADJOURN

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

ANIMAL CONTROL COMMITTEE

MEETING MINUTES

Clinton County Board Room

June 10, 2024 – 6:00 p.m.

Ann Schroeder, Chairman

CALL TO ORDER

The meeting was called to order at 6:00 p.m. by Chairman Ann Schroeder.

ROLL CALL OF MEMBERS

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

Also Present: Administrator Kenny “Doc” Brown and Animal Control Warden Tony Petrea

RECOGNITION OF VISITORS AND GUESTS

APPROVAL OF MINUTES

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

ANIMAL CONTROL ADMINISTRATOR REPORT – KENNY “DOC” BROWN

- Doc Brown distributed the Administrator’s Report, Spay/Neuter Clinics Report and Rabies Tag Report. Doc noted that the cost of drugs will go down when Animal Control has its own DEA number. Costs will also go down when Tony gets his permit.
- Doc reported that two people will be putting in volunteer hours assisting with the spay /neuter clinics.
- Doc said that there have been quite a few no-shows at the spay/neuter clinics. He is going to start charging a \$25.00 non-refundable deposit when people sign up for the clinic. Out of the last 13 scheduled, only 6 showed up.
- It was noted that the cat cage platforms still need to be installed.
- Doc said that he did not have time to get the fine increase amounts together in order to write up an ordinance, but he will be getting that done soon.

ANIMAL CONTROL WARDEN REPORT – TONY PETREA

- Tony noted that he called Representative Charlie Meier in regard to the DEA # not coming in. Rep. Meier is supposed to be sending him a number to call. Both Federal and State checks have been cashed.
- Tony has been reaching out to places where he can get his fingerprinting done for his euthanasia licensing, but no one has been calling back.
- A discussion was held regarding the animals currently at Animal Control. Tony said that he has received 6 adoption applications for the black lab pups that came in.
- Tony reported that some truck maintenance is needed. There was also some damage to the front end of the truck during the recent storm that came through the Carlyle area.
- Animal Control received the first check from Nasco Education in the amount of \$105.00. The program is going well.
- Tony reported that 7 citations were wrote totaling \$550.00.
- Tony discussed a recent incident where a gal dumped 2 pups at Clinton County Humane Society. She had been at Animal Control prior to dumping them. He talked to Stacy Ballard w/the Illinois Dept. of Ag regarding the incident. There is a video of the gal dumping them.
- Tony said that Tonya has been entering information on the vaccinated animals into the ShelterLuv program. Tony said it has been working great because he is now able to pull up that information from anywhere to see if an animal is vaccinated.
- A discussion was held regarding the Humane Care for Animals Act.

REVIEW AND APPROVAL OF MONTHLY BILL AND EXPENDIURES

UNFINISHED BUSINESS

ADJOURN

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

ANIMAL CONTROL COMMITTEE

MEETING MINUTES

Clinton County Board Room

July 8, 2024 – 6:00 p.m.

Ann Schroeder, Chairman

CALL TO ORDER

The meeting was called to order at 6:00 p.m. by Chairman Ann Schroeder.

ROLL CALL OF MEMBERS

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

Also Present: Administrator Kenny “Doc” Brown and Animal Control Warden Tony Petrea

RECOGNITION OF VISITORS AND GUESTS

APPROVAL OF MINUTES

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

ANIMAL CONTROL ADMINISTRATOR REPORT (KENNY “DOC” BROWN) AND WARDEN REPORT (TONY PETREA)

- Doc Brown distributed the Administrator’s Report and Rabies Tag Report.
- A discussion was held regarding a dump case in Wamac. Charges are being filed by Wamac Police Dept.
- A discussion was held regarding the animals currently held in the facility. All kennels are currently full with 20 dogs being housed in 18 kennels, some being puppies.
- Tony reported that 1 citation for \$75.00 was issued in June, and there were 2 bite cases. Online rabies tags are going well.
- Work has started on rearranging and reassembling the cat cages on the platforms that were delivered in May.
- The ShelterLuv program has greatly increased efficiency in keeping track of impounded animals and care provided. It has reduced the amount of paper record keeping except for drug and medical records needing to be kept.
- Doc noted that there are openings in the walls between the kennels allowing smaller dogs to get into adjacent kennels. He is going to see what needs to get done, and Joe Jansen said he will take care of getting whatever is needed to make the repairs.
- Doc said that it would be helpful to have an ordinance so that if someone surrenders a litter, they will have to agree to have the mother spayed. It was agreed upon by the committee to create an ordinance.
- A discussion was held regarding the extra hours the kennel aides have had to put in to care for the animals. On motion made by Mike Hilmes, and seconded by Joe Jansen, it was approved to hire additional part-time help. Tony will prepare a job form for online applications. Doc added that there has been an increase in call-outs to AC which Tony has had to respond to, in addition to the dumped animals, cat trappings, bite cases, complaints, running specimens to Carbondale, running at large, etc. More than 50% of Tony’s work is out of office work. Mike Hilmes suggested posting only Tony’s hours on the exterior of the building, not the aides’ hours. People will then be aware of hours that the Warden will be there. If Tony has to leave for an emergency, he can note that on the door. It was suggested to have the highway department make a sign to replace the one currently on County Farm Rd. since it is no longer reflective. They could also make the sign to hang on the building noting the Warden’s hours.
- Doc said that he feels the public’s perception of Animal Control has improved. With animals being held longer at the facility, AC no longer has the negative impression as a kill shelter.
- A discussion was held regarding the need to hire an Asst. Warden and whether the funds are available to do so.
- Doc talked about the possibility of creating a 501C where we could take in funds for spay and neuters. Vouchers could be given to people to be used at the veterinarian offices. This would help control the animal population.

REVIEW AND APPROVAL OF MONTHLY BILL AND EXPENDITURES

UNFINISHED BUSINESS

ADJOURN

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

**ANIMAL CONTROL COMMITTEE
MEETING MINUTES**

Clinton County Animal Control
August 12, 2024 – 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: County Board Chairman Brad Knolhoff, Administrator Kenny “Doc” Brown and Animal Control Warden Tony Petrea

RECOGNITION OF VISITORS AND GUESTS

Kathy Schaeffer w/Clinton County Humane Society and Marilyn Brown

APPROVAL OF MINUTES

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

ANIMAL CONTROL ADMINISTRATOR REPORT - KENNY “DOC” BROWN

- Doc Brown distributed his monthly reports.
- The committee took a tour of the facility and maintenance items were discussed.
- A discussion was held regarding hiring another full-time employee in order to keep the facility clean and care for the animals. Doc suggested changing one of the current part-time employees to full-time. Chairman Brad Knolhoff said that Doc and Tony can make the decision on how many hours they want him to work.
- The Animal Control-Rabies Fund and General Fund budget status reports were reviewed.
- Doc suggested installing a thermostat or timer for the exhaust fans in the kennel. Joe Jansen will check into it.

ANIMAL CONTROL WARDEN REPORT - TONY PETREA

- Tony distributed his monthly report.
- A discussion was held regarding the animals currently held in the facility.
- Tony reported that 2 citations were issued in July, and 22 online rabies tag payments were received.
- There were 11 dogs and 39 cats taken into the facility in July.
- Tony reported that one of the part-time employees quit as of today, 8/12/2024. Tony advised that 2 part-time employees really need to be hired in order to get caught up. Upon receiving approval to hire additional part-time help at the July meeting, Tony said that he has been taking in applications and hopes to hire soon.

REVIEW AND APPROVAL OF MONTHLY BILL AND EXPENDITURES

UNFINISHED BUSINESS

ADJOURN

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

ANIMAL CONTROL COMMITTEE MEETING MINUTES

Clinton County Animal Control
September 9, 2024 – 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: County Board Chairman Brad Knolhoff and Administrator Kenny “Doc” Brown

RECOGNITION OF VISITORS AND GUESTS

APPROVAL OF MINUTES

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

ANIMAL CONTROL ADMINISTRATOR REPORT - KENNY “DOC” BROWN

- Doc Brown distributed his monthly reports and also Warden Tony Petrea’s reports in his absence.
- In August, Tony reported that 26 dogs and 34 cats were taken into the facility, and 20 rabies tag payments were received online.
- There were no citations issued in August, but on Tony’s report it was noted that fines are now going into a separate line item, so we can track if we receive them.
- We are still waiting on the DEA license. Doc Brown said that he will check into it.
- Doc commented on items needed at Animal Control, namely lighting in the surgery room and a net gun.
- Doc reported that there have been quite a few people calling in for traps.
- The policy on surrendered kittens was discussed.
- Doc mentioned that they will possibly be setting up a “Tomcat Tuesday” neutering day.
- It was noted that with the largest influx of animals coming from the Centralia/Wamac area, we need to focus on spay & neuters in that area.
- A discussion was held regarding the need for municipalities to have holding pens for animals. A majority of dogs/cats that are picked up are claimed by residents shortly after. If the municipalities had small holding pens where they could temporarily hold the animal, it would save AC money in both time and mileage. It was recommended that Tony reach out to municipalities to discuss this.
- Doc reported that the budget was submitted to Glass and Shuffett last week.
- Joe Jansen inquired about a future truck purchase and the possibility of establishing a capital outlay for that purchase.

REVIEW AND APPROVAL OF MONTHLY BILL AND EXPENDITURES

UNFINISHED BUSINESS

- Joe Jansen reported that he still doesn’t have information on having a thermostat or timer installed for the exhaust fans in the kennel, but will check on that. Doc noted that no one has been there to check out the recent issues they have been having with the water heater. Joe said that he will contact Kohnen Heating & AC again to make sure they get out there.
- Two new part-time employees have been hired and are currently being trained.

ADJOURN

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

**ANIMAL CONTROL COMMITTEE
MEETING MINUTES**

Clinton County Animal Control
October 14, 2024 – 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: County Board Chairman Brad Knolhoff and Administrator Kenny “Doc” Brown

RECOGNITION OF VISITORS AND GUESTS

Marion County Board Members, Bill Henson and Tracy Murray, were in attendance and inquired about the operations of Clinton County Animal Control. Marion County does not currently have an animal control facility. They discussed their situation and explained the agreement they have with the City of Centralia. A general discussion was held.

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 his monthly reports.
- The Administrator Veterinary Services Report for January 1 through October 6, 2024 was reviewed.
- A discussion was held regarding No Kill Shelters vs. Low Kill Shelters. Although CCAC is classified as a Low Kill Shelter, Doc noted that it is almost in line with the No Kill Shelters.

ANIMAL CONTROL WARDEN REPORT - TONY PETREA

- Tony Petrea distributed his monthly reports.
- Tony reported that 1 citation was issued, 21 online rabies tag payments were received, and 36 calls were run in the month of September.
- There were 13 dogs and 24 cats taken into the facility in September.
- A discussion was held regarding an illegal breeding facility in the county. Stacey Ballard with the Dept. of Agriculture has been out to the location with the Warden.

REVIEW AND APPROVAL OF MONTHLY BILL AND EXPENDITURES

UNFINISHED BUSINESS

- Joe Jansen reported that he has the timer for the exhaust fan in the kennel and will be getting it installed. Kohnen Heating & AC did come out and repaired the water heater.
- They have still not received the DEA license. Tony said that he did call up to Springfield two weeks ago to check on it, but they haven’t called back.

ADJOURN

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

**ANIMAL CONTROL COMMITTEE
MEETING MINUTES**

Clinton County Animal Control
November 11, 2024 – 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: County Board Chairman Brad Knolhoff, Administrator Kenny “Doc” Brown, and Warden Tony Petrea

RECOGNITION OF VISITORS AND GUESTS

APPROVAL OF MINUTES

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

ANIMAL CONTROL ADMINISTRATOR REPORT - KENNY “DOC” BROWN

- Doc Brown distributed his Rabies Tag Report and End of Year Administrator Report.
- The end of year revenue on rabies tags and spay/neuter clinics was discussed. Brad noted that he will be break down the categories in the revenue control account.
- A discussion was also held regarding the intake triage protocols for stray/found animals for the next fiscal year.
- Doc reported that he is going to look into forming a 501(c) with the mission of the corporation to be population control. He will reach out to the gal at the Cattery up north to see if she would be interested in coming down to explain how it is done.

ANIMAL CONTROL WARDEN REPORT - TONY PETREA

- Tony Petrea distributed his monthly reports.
- Tony reported that 2 citations were issued, 15 online rabies tag payments were received, and 47 calls were run in the month of October.
- There were 13 dogs and 33 cats taken into the facility in September.
- Tony noted that while Doc is down with his dog bite injury, approximately 4 animals have been taken to Four Paws Hospital in O’Fallon for spay & neuters. They have been giving us a great deal due to Doc’s situation.
- The part-time employee hours for the year were reviewed.
- Tony reported that he passed all the required courses, and he now has his euthanasia license.

REVIEW AND APPROVAL OF MONTHLY BILL AND EXPENDITURES

UNFINISHED BUSINESS

- Joe Jansen reported that the timer for the exhaust fan in the kennel is not yet installed
- Tony said that Animal Control’s DEA license was finally received, so he will be getting drugs ordered.

ADJOURN

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

**ANIMAL CONTROL COMMITTEE
MEETING MINUTES**

Clinton County Animal Control
December 9, 2024 – 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: County Board Chairman Brad Knolhoff, Administrator Kenny “Doc” Brown, and Warden Tony Petrea

RECOGNITION OF VISITORS AND GUESTS

APPROVAL OF MINUTES

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

ANIMAL CONTROL ADMINISTRATOR REPORT - KENNY “DOC” BROWN

- The Expenditure Report and Budget Status Report were reviewed.
- Doc reported that he is back in full swing at Animal Control after recovering from his dog bite injury. They are scheduling heavy on the low cost spay and neuter clinics and are making up for lost time.
- Doc inquired about the new budget, and Chairman Knolhoff reported that the new budget is finished, and the fees and rabies tags will be separated.

ANIMAL CONTROL WARDEN REPORT - TONY PETREA

- Tony Petrea distributed his monthly reports.
- Tony reported that no citations were issued, 16 online rabies tag payments were received, and 50 calls were run in the month of November.
- There were 10 dogs and 24 cats taken into the facility in November.
- Tony reported that keypad locks have been put on the surgery room and also on the side door. This will help monitor who is accessing the building/rooms.
- Twenty-eight cats were just taken in from an eviction case.
- Tony and Doc both noted that they will continue to strive towards being as close as possible to a no-kill shelter.

REVIEW AND APPROVAL OF MONTHLY BILL AND EXPENDITURES

UNFINISHED BUSINESS

- Joe Jansen reported that the timer for the exhaust fan in the kennel is not yet installed
- Doc is checking into the formation of a 501(c)

ADJOURN

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