

Regional Animal Control District

*Serving the Towns of
Lebanon, Franklin, Bozrah, Lisbon & Sprague*

Mailing Address: 1 Main St., P.O. Box 677, Sprague, CT 06330 Emergency Calls: 800.236-1987

Pound Address: 34 Goshen Hill Road, Lebanon, CT 06249 Routine Calls: 860.642-6379

Regional Animal Control District Board of Directors

Regular Meeting

Thursday, June 27th, 2013 – 10:30AM

Franklin Town Hall

Minutes

- 1) The meeting was called to order by Chairman Rich Matters at 10:30 am. Members present included Joyce Okonuk, Cathy Osten, Bill Ballinger and Denise Dembrowski.
- 2) One visitor.
- 3) No additions to agenda.
- 4) **Moved by Bill, seconded by Cathy to approve the minutes of the April 25th 2013 meeting. Vote: Yes, unanimous**
- 5) No correspondence.
- 6) Cathy presented the Treasurer's Report.
 - a) Sprague has been paid back payroll costs in the amount of \$3,063.00.
 - b) The checkbook balance is \$3,933.88 with almost all of the FY12-13 bills being paid. Still waiting on final utility bills from Lebanon to be forwarded.
 - c) The Town of Bozrah waived the rental fee for their pound for the year.
 - d) Cathy said systems are now in place in Sprague that allows Regional bills to be paid in a timely manner and we are able to maintain a significant fund balance. Some line items appear to be well under-spent even taking into account the mid-year wage increases that were authorized.
 - e) Rich mentioned that some individual towns (Franklin at present on behalf of Lisbon) are paying bills for legal opinions out of their own town legal accounts instead of through the regional district.
 - f) Wages will need to be reviewed and factored into next year's budget.
 - g) Sprague has been handling all A/P and Payroll for the District since its inception. Staff spends approximately 3 hours per month. Next year \$850 should be budgeted Sprague Financial Assistance. Members concurred.
 - h) Not getting revenue from ACO to Sprague Finance Office on a timely basis. Joyce offered to speak with Mike and to provide him with the new deposit practice in place in the Lebanon Town Hall.
 - i) **Moved by Joyce, seconded by Bill to accept the Treasurer's Report as presented. Vote: Yes, unanimous**
- 7) There were no bills needing action.

- 8) There were no changes to the budget.
- 9) Edward Answering Service activity was as follows:
 - a) April: 3 night, 2 weekend, 2 day, 29 non-emergency calls
 - b) May: 3 night, 2 weekend, 2 day, 53 non-emergency calls.
- 10) Members received an email report from the ACO Mike. There are no dogs in the pound at present.
- 11) Sprague does quarter reports to the State. Annual Reports must be done by each individual town. Rich said Franklin was fined as their report was late—late because they needed info off the Sprague quarterly reports to complete their report. Franklin appears to be the only town having issues with this process.
- 12) Issue on Lisbon with two pitbulls roaming and attacking people. Concern about owner not paying both the state and local tickets in a timely manner. ACO Mike has been negotiating with owner and Rich thinks matter may soon be resolved. Rich and Tom have conferred with Franklin Town Attorney re this issue. Deadline for submitting ticket \$ coming up soon.
- 13) There was one visitor who asked about the process for advertising dogs available for adoption. Members explained how the number of available dogs has decreased and those that are available are being fostered in private homes. The availability of these dogs is posted on Pet Finder. Denise offered to stay after the meeting and meet with resident to provide additional detail.
- 14) **Motion by Bill, seconded by Cathy to adjourn the meeting at 10:59 am. Vote: Yes, unanimous.**

Joyce R. Okonuk
Secretary