

STATE OF WEST VIRGINIA, COUNTY OF UPSHUR, CITY OF BUCKHANNON, TO WIT:

A scheduled meeting of the Buckhannon Animal Care and Control Commission was held at the Buckhannon City Hall Council Chambers, 70 East Main on Monday, July 10, 2017 at 5:30 pm with the following in attendance:

Mayor	David McCauley	Present
Recorder	Susan Aloï	Present
Comm. Member	Elissa Mills	Present
Comm. Member	Maria Bray	Present
Comm. Member	Robin Keough	Present
Comm. Member	Robert Flesher	Absent
Street Dept.	Brad Hawkins	Present
DNR Rep		Absent
County Animal Control	Dustin Hollen	Absent
City Cat Trapper	Jeff Wamsley	Present

Recognized Guests – Members of the Dog Park Committee, Maria Bray, Brooke Scott, Lisa Critchfield and Steve Beer. Also attending: Shawn Tucker and Katie Kuba

Meeting Agenda Posted 07-06-17

Joint Session of the Buckhannon Animal Care & Control Commission & Dog Park Committee at 5:30 pm in Council Chambers Meeting Agenda for Monday, July 10, 2017

- A. **Call to Order**
 - A.1 **Moment of Silence**
 - A.2 **Pledge to the Flag of the United States of America**
- B. **Recognized Guests**
 - B.1 **Dog Park Committee Members**
- C. **Consent Agenda**
 - C.1 **Approval of Minutes - Regular meeting -April 10, 2017**
- D. **Strategic Issues for Discussion and/or Vote**
 - D.1 **Discussion of Dog Park:**
 - .**Breaking Ground/Timeline**
 - .**Design Concept**
 - .**Landscaping/List of Toxic Plants to Avoid**
 - .**Try This West Virginia Mini-Grant Award**
 - .**Spreadsheet Dog Park Donations Breakdown**
 - .**Next Fundraiser-Memorial Bricks/BWW Coupons/WE LEAD 5K**
 - D.2 **Update Discussion/Review to Combine Ordinance 300 & Ordinance 397:**
 - .**To Recommend to Council: Allow OLA (off-leash areas)**
 - .**To Simplify Language-Eliminate Redundancy**
 - D.3 **Update Feral Cat/Health Issues on Main Street**
 - D.4 **Update Animal Care Control Officer- City & County Enforcement Role**
- E. **Board Members Comments and Announcements**
- F. **Adjournment**

POSTED 07-06-17

The meeting was called to order by Mayor McCauley with a moment of silence and Pledge of Allegiance.

Mayor McCauley announced that the giant bulldozer has been secured. Brad Hawkins reported that it will be available later this week or early next.

Strategic Issues for discussion and/or vote:

- **Dog Park discussion –**
 1. **Breaking ground/timeline** – bull dozer scheduled for mid-July. Ribbon-cutting/dedication still hopeful for Labor Day (Monday, September 4)
 2. **Design concept** – Maria Bray asked for feedback on the design. Mr. McCauley reminded the committee that safety-related signs will be required to limit liability.



3. **Landscaping/List of toxic plants to avoid** – Brad Hawkins will talk with Robbie Barbor about trees that need to be removed; landscaping will be safe for animals.
4. **Try This West Virginia mini-grant award** – The Dog Park Team was recently awarded a \$2,800 minigrant from Try This WV. Two events related to healthy lifestyles are required as part of the grant.

June 9, 2017

Try This West Virginia
412 Elizabeth Street
Charleston, WV 25311

Dear Try This West Virginia Mini-Grant Reviewers:

The City of Buckhannon is supportive of the efforts in our community to open a dog park. In addition to being active in the Dog Park Committee meetings, the City has committed to an in-kind donation of labor during the building process of the park, as well as providing an in-kind donation of fencing that we have remaining from a previous project. Additionally, the City will allocate \$5000 toward the project.

Please do not hesitate to reach out if you have questions regarding the City of Buckhannon's commitment to this project.

Very truly yours,

David W. McCauley, Mayor

5. **Maria Bray shared a spreadsheet of donations;** a total of \$8,860 has been raised thus far (not counting the Try This grant).

Dog Park Donations Breakdown

General Donations			GoFundMe		Festival Fridays		Car Wash		Bingo		WVSF		
Smarr	Lea	6/12/2017	\$20.00	5/8/2017	\$45.75	6/7/2017	\$80.59	5/1/2017	\$370.00		6/12/2017	\$1,896.00	\$210.00
Burgess	Nancy	6/9/2017	\$25.00	5/22/2017	\$91.51					Echard Helen	6/9/2017	\$30.00	
Cuppari	Pam	5/8/2017	\$50.00	5/1/2017	\$22.73					Cash Ticket Sale	6/7/2017	\$95.00	
Bowyer	Kelly	5/15/2017	\$25.00	4/24/2017	\$45.75					Dixon	6/7/2017	\$30.00	
Critchfield	Lisa	5/17/2017	\$100.00	4/10/2017	\$274.50					Beer	6/7/2017	\$30.00	
Baker	Catherine	5/1/2017	\$100.00	6/26/2017	\$91.80								
Pending Donations													
Buffalo Wild Wings			\$227.00										
City of Buckhannon			\$5,000.00										
Totals			\$5,547.00		\$572.04		\$80.59		\$370.00		\$2,081.00		\$210.00
Cumulative Total			\$8,860.63										
*GoFundMe subtracts a portion of all donations													

6. Next fundraisers –

- Memorial bricks- engraved bricks, donation will probably be \$50 each. Cost of brick is \$20 each, through Bricks-R-U's. Mayor McCauley suggested inquiring with local businesses as possible providers before using this company from Atlanta. Ms. Bray agreed to check on this.
- Lisa Critchfield has made some poochie perfumes that can be sold at Festival Fridays. Maria Bray asked for volunteers to work the dog park table for Festival Fridays.
- Local businesses will also be contacted to ask them to donate to the dog park
- Harper Lumber may donate a bench.
- Wesleyan's WE LEAD Animal Welfare Team is sponsoring a 5K at Festival Friday on September 8.
- Buffalo Wild Wings coupons – on a Wednesday; need time to publicize at Festival Friday and through other forms. Coupons should be distributed prior to arriving at the restaurant, per policy of BWW management. Date set for Wednesday, July 26.

Consent Agenda:

- Approval of minutes April 10, 2017

Motion Bray/Mills to approve the minutes of April 10, 2017. Motion carried.

Strategic Issues, cont.

- **Ordinance 300 & 397 review and updates** - City Attorney, Tom O'Neill, was unable to attend the meeting, so this discussion was deferred to a future date. Maria Bray asked that Mr. O'Neill review the old and new ordinances and integrate the two, simplify the language, and ask City Council to designate an off-leash zone for the dog park.
- **Update on Feral Cat/Health Issues on Main Street** – One group of feral cats is living in the Knights of Pythias building near Stockert Youth Center, and reportedly using SYC's sand-based volleyball court as a litter box. Jeff Wamsley reported that there is also a dog owner not picking up after his dog on the volleyball court. Mayor McCauley suggested placing a sign about picking up after dogs near the volleyball court. Jeff Wamsley and Maria Bray both reported that there now seem to be only three feral cats at the Pythias location. Animal repellent might be tried.
- **Update Animal Care Control Officer – City & County Enforcement Role** – Mayor McCauley will discuss this with County Commissioner Sam Nolte.

Board Members Comments and Announcements –

- Maria Bray – Dr. Fleisher has asked to be removed from this board, so another vet will need to be added. Ms. Bray will speak with Dr. Tonya Pickens at Upshur Animal Hospital. Penny Butcher has also resigned. Mayor McCauley suggested including revision of membership requirements and Animal Care & Control Commission composition on the list of items for City Attorney Tom O'Neill.

- Elissa Mills – Expressed concern about dogs being tied up outside during hot weather. Mayor McCauley agreed to remind Police Chief Matt Gregory to request that police officers be on the lookout for this and write citations, as necessary. Ms. Mills also requested a formal proclamation for the opening of the dog park.

Next Dog Park Committee meeting is scheduled for Monday, July 24 at 5:30pm.

The next regular meeting of Animal Care and Control will be held October 2, 2017.

Motion Bray/Mills to adjourn; motion passed.

There being no further business to be transacted, meeting adjourned at 6:35 pm.

Mayor David McCauley

Recorder Susan Aloï
