

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

A regular meeting of the Buckhannon Animal Care & Control Commission was held on Monday, July 12, 2021, at 5:30 p.m. in Council Chambers of City Hall. The following were in attendance:

Robbie Skinner III	Mayor	Absent
Randy Sanders	City Recorder	Present
Amberle Jenkins	Assistant Recorder/Director of Finance	Present
Alison Clausen Whitehair	Commission Member	Present – by phone
Elissa Linger	Commission Member-Lewis-Upshur ACF Rep	Present
Robin Keough	Commission Member	Absent
Lisa Critchfield	Commission Member & Buckhannon Dog Park	Absent
DNR Representative	Ex Officio	Absent
Matt Gregory	BPD	Absent
Vacant	Cat Trapper	Absent

Guests: None

To participate remotely in a City Commission meeting, participants were invited to contact us at 304-472-1651 for the GoToMeeting link/access.

*City of Buckhannon Animal Care & Control Commission –
July 12, 2021 - 5:30 pm at City Hall in Council Chambers*

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

C. Consent Agenda

- C.1 Approval of Minutes 04/12/21

D. Correspondence & Information

- D.1 Upshur County Commission Report of Cats-March & April 2021
- D.2 Upshur County Commission Report of Dogs-March & April 2021

E. Strategic Issues for Discussion and/or Vote

- E.1 Discussion/Update Buckhannon Dog Park Committee Report (Lisa)
- E.2 Dog Park Funds
- E.3 Cat Trapper

F. Board Members Comments and Announcements

G. Adjournment

Posted 07/06/2021 Next Meeting Date of the AC&C October 12, 2021

A. Call to Order - The meeting was called to order by Recorder Sanders who asked all to join him in a Moment of Silence. He then led those in attendance in the Pledge to the Flag of the United States of America.

City Recorder Sanders noted there was not a quorum present so no action on any matters could be taken.

B. Recognized Guests

B.1 None

C. Consent Agenda

C.1 Approval of Minutes -04/12/21 - Tabled for a future meeting due to lack of quorum.

D. Correspondence & Information – The Recorder reviewed the following with those in attendance:

D.1 Upshur County Commission Report of Cats-March & April 2021

- Cats brought in by City Trapper 11
- Cats brought in by Animal Control Officer 3
- Cats brought in by County Residents 77

D.2 Upshur County Commission Report of Dogs-March & April 2021

- Dogs picked up by Animal Control Officer 19
- Animals returned to Owner by ACO 11
- Animals delivered to LUACF 47

E. Strategic Issues for Discussion and/or Vote

E.1 Discussion/Update Buckhannon Dog Park Committee Report (Lisa) – Lisa Critchfield was not in attendance and no report was submitted.

E.2 Dog Park Funds - Amby Jenkins provided the following report:

Dog Park Donations Breakdown								
Donors	General Donations	Bingo	Perfume	Bricks	Photo Contest	Waste Stations		
2020-21 YEAR								
CPWB	Utl Donations 7/1/20-10/31/20							
CPWB	UTL Donations 11/1/20-01/31/21							
CPWB	Utl Donations 2/1/21 - 6/30/21							
Total	\$9,259.93	\$2,081.00	\$20.00	\$3,160.00	\$110.00	\$301.00		\$80.00
Gross Profit	\$37,660.45							
*GoFundMe subtracts a portion of all online donations								
Expenses								
Sign Guy	Rules and Entrance Signs	\$546.86	9/5/2017					
Lowes	Fence	\$4,768.52	9/1/2017					
MPE	Landscape Rake Rental	\$756.00	9/8/2017					
Magical Memories	Characters	\$80.00	9/15/2017					
Southern States	Grass Seed	\$299.96	8/23/2017					
Lowes	Trees & Shrubs	\$375.25	9/18/2017					
Upbeat	Waste Station	\$417.34	9/18/2017					
Lowes	Tote Lumber Tank	\$624.40	9/20/2017					
Bricks R Us	Bricks	\$594.00	10/21/2017					
Mont Levine	Steel for Bench	\$241.20	10/31/2017					
Amazon	Message Board	\$408.90	12/15/2017					
Lowes	Fence & Supplies	\$896.01	12/15/2017					
Bricks R Us	Bricks	\$378.00	11/20/2017					
Eighty-Eight	Rental Fee Whiskerland	\$1,060.00	11/30/2017					
Lowes	Treated Posts	\$45.91	12/29/2017					
Luv 4 Animals	Shared Profit Whisker Wonderland	\$1,620.31	1/12/2018					
Sign Guy	Sign Message Board	\$35.00	1/30/2018					
Bricks R Us	Bricks	\$198.50	2/14/2018					
Bricks R Us	Bricks	\$219.00	5/23/2018					
Bricks R Us	Bricks	\$133.00	5/23/2018					
Amazon	Fountain Parts	\$321.62	6/26/2018					
Lowes	Yard Hydrant & Supplies	\$180.46	7/16/2018					
Rite Way	Fittings for Yard Hydrant	\$16.61	7/16/2018					
Lowes	Water line supplies	\$75.00	8/15/2018					
Ware's Glass	Plexi Glass	\$27.00	8/15/2018					

Dog Park Donations Breakdown								
Donors	General Donations	Bingo	Perfume	Bricks	Photo Contest	Waste Stations		
Lowes	Sakrete	\$71.16	8/31/2018					
Central Supply	Rebar	\$43.00	9/14/2018					
JiffyShirts.com	T-Shirts Dog Prk Event	\$58.88	10/22/2018					
Lisa Critchfield	Reimb Dog Prk Exp	\$128.56	10/15/2018					
Riley Queen	Paws in the Park Brochures	\$55.00	10/15/2018					
JiffyShirts.com	T-Shirts Dog Prk Event	\$28.18	11/14/2018					
88 Restaurant	Whisker Wonderland	\$1,060.00	11/30/2018					
Jeffrey Saltis	Whisker Wonderland DI	\$150.00	12/14/2018					
Luv 4 Animals	Portion WskrWndrind	\$673.59	2/15/2019					
Scott Eelc	Supplies for Elec Serv	\$391.98	3/15/2019					
Amazon	Dog Waste Station	\$270.93	3/22/2019					
Crites Elec	Supplies for Elec Serv	\$38.26	4/15/2019					
Lowes	Flowers	\$494.00	4/30/2019					
Sign Guy	Sign	\$108.54	5/31/2019					
Rite Way	Water Line Supplies	\$31.34	5/31/2019					
Mon Power	Electric @ Dog Park	\$1.40	5/31/2019					
Mon Power	Electric @ Dog Park	\$5.25	7/1/2019					
Mon Power	Electric @ Dog Park	\$5.25	7/30/2019					
Mon Power	Electric @ Dog Park	\$5.25	8/30/2019					
Lowes	Forming Supplies	\$190.39	8/30/2019					
Lowes	Sakrete	\$143.13	9/15/2019					
CaseyEarls	Dog Park T-Shirts	\$350.00	9/30/2019					
Lowes	Sakrete	\$179.17	9/30/2019					
Mon Power	Electric @ Dog Park	\$5.25	9/30/2019					
Road ID	Race Bibs Sk	\$18.01	9/16/2019					
Amazon	Marking Flags	\$47.72						
Mon Power	Electric @ Dog Park	\$5.25	10/31/2019					
Luv 4 Animals	donation from fund raiser	\$335.00	10/30/2019					
Mon Power	Electric @ Dog Park	\$5.25	11/22/2019					
Lisa Critchfield	Reimb for PeppRolls	\$87.00	12/13/2019					
Sweet A Licious	Whskr Wond BonBells	\$120.00	12/13/2019					
C J Maggies	Whskr Wond Eventfood	\$1,652.00	12/13/2019					
Mon Power	Electric @ Dog Park	\$5.25	12/30/2019					

Dog Park Donations Breakdown							
Donors	General Donations	Bingo	Perfume	Bricks	Photo Contest	Waste Stations	
Valley Steel Ser	Stee for DgPk wall	\$360.94	12/30/2019				
Mon Power	Electric @ Dog Park	\$5.25	1/31/2020				
Valley Steel Ser	Steel forDgPk Wall	\$91.94	2/14/2020				
Valley Steel Ser	Steel for DgPkWall	\$36.84	2/28/2020				
Mon Power	Electric @ Dog Park	\$5.25	2/28/2020				
Mon Power	Electric @ Dog Park	\$5.25	3/30/2020				
Mon Power	Electric @ Dog Park	\$5.25	4/30/2020				
Mon Power	Electric @ Dog Park	\$5.25	5/29/2020				
Mon Power	Electric @ Dog Park	\$5.25	7/1/2020				
Mon Power	Electric @ Dog Park	\$5.25	7/31/2020				
Fisher Auto Parts	Paint Dog Park	\$23.04	8/28/2020				
Mon Power	Electric @ Dog Park	\$5.25	8/28/2020				
Scott Eelec	Elec Supply for Cameras @dog prk	\$356.33	9/30/2020				
Mon Power	Electric @ Dog Park	\$5.25	9/30/2020				
Mon Power	Electric @ Dog Park	\$5.25	10/31/2020				
Mon Power	Electric @ Dog Park	\$5.25	11/25/2020				
Mon Power	Electric @ Dog Park	\$5.25	12/30/2020				
Mon Power	Electric @ Dog Park	\$5.25	1/28/2021				
Mon Power	Electric @ Dog Park	\$5.25	2/26/2021				
Mon Power	Electric @ Dog Park	\$5.25	3/30/2021				
Mon Power	Electric @ Dog Park	\$5.25	4/29/2021				
The Sign Guy	Dog Park Signs	\$42.66	4/30/2021				
Mon Power	Electric @ Dog Park	\$5.25	5/28/2021				
Mon Power	Electric @ Dog Park	\$5.25	6/21/2021				
Amazon	Pedal Faucet Control Water Fountain	\$49.76	6/28/2021				
Total Expenses		\$22,138.25					
Total Net Revenue		\$15,522.20					
** We have \$2000 to\$3000 yet to expense on -camera, (wall & fountain are complete). **							

GoFundMe	Pet Contest	Basket Raffle	Whisker Wonderland	Message Board	Raffle	Util/Bill Donations CPWB
						\$ 41.00
						\$ 8.00
						\$ 29.91
2590.84	\$133.00	\$120.00	\$13,993.82	\$750.00	\$15.00	\$536.49

aw Patrol	Trees & Shrubs	Car Wash	WVSF & Fireman's Parade	Festival Fridays	Buffalo Wild Wings	Sponsor A Sign	T-shirts	Grand Open Donations
\$200.00	\$370.00	\$953.43	\$80.59	\$464.93	\$100.00	\$89.00	\$152.91	

E.3 Cat Trapper - Due to Jeff Wamsley’s retirement, a new Cat Trapper will need to be secured. The matter was tabled for a future meeting.

F. Board Members Comments and Announcements

- **Alison Clausen Whitehair** – Nothing further
- **Elissa Linger** – Nothing further
- **Robin Keough** – Absent
- **Lisa Critchfield** – Absent
- **Mayor-Absent**

G. Adjournment

The meeting for those in attendance ended at 5:55 PM.

Mayor Robert N. Skinner III _____

City Recorder Randall H. Sanders _____