

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 January 09 2023, at 5:30 p.m. in Council Chambers of City Hall. The following were in attendance (GTM - GoToMeeting):

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

Guest in attendance – Amy Hall; Michelle Jack.

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

***Buckhannon Animal Care & Control Commission
at 5:30 pm in Council Chambers
Meeting Agenda for Monday, January 09, 2023***

- 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 07/11/22**
- D. **Correspondence & Information**
 - D.1 **Upshur County Commission Report of Cats-June-October 2022**
 - D.2 **Upshur County Commission Report of Dogs-June-October 2022**
 - D.3 **2023 Meeting Schedule**
- E. **Strategic Issues for Discussion and/or Vote**
 - E.1 **Discussion/Possible Vote Dog Park**
 - Fence Repair
 - Brick Sales for the Wall & Installation
 - Fundraising
 - E.2 **Feral Cat Colony at the River Walk Trail**
- F. **Board Members Comments and Announcements**
- G. **Adjournment**

Posted 01/05/2023

A. Call to Order: Mayor Skinner called the meeting to order followed by a moment of silence and pledge to the flag.

B. Recognized Guests

B.1 Mayor Skinner noted that we had 2 guests in attendance and that neither wished to speak during the Public Comments portion of the meeting but reserve the right to be part of the discussion on the Strategic Issues for Discussion and/or Vote.

C. Consent Agenda

C.1 Approval of Minutes 07/11/22

Motion by Skinner/Linger to approve the Minutes of 07/11/22. Motion carried.

D. Correspondence & information – Mayor Skinner reviewed the following items with the Commission Members:

D.1 Upshur County Commission Report of Cats-June-October 2022

D.2 Upshur County Commission Report of Dogs-June-October 2022

Report of Cat & Dog Activity –Upshur County Commission-June 2022

- Cats brought in by City Trapper 4
- Cats brought in by Animal Control Officer 0
- Cats brought in by County Residents 41
- Dogs brought by Animal Control Officer 16
- Dogs brought in by County Residents 16

Report of Cat & Dog Activity –Upshur County Commission-July 2022

- Cats brought in by City Trapper 0
- Cats brought in by Animal Control Officer 1
- Cats brought in by County Residents 55
- Dogs brought by Animal Control Officer 14

Report of Cat & Dog Activity –Upshur County Commission-August 2022

- Cats brought in by City Trapper 1
- Cats brought in by Animal Control Officer 4
- Cats brought in by County Residents 35
- Dogs brought by Animal Control Officer 12

Report of Cat & Dog Activity –Upshur County Commission-September & October 2022

- | | September | October |
|--|------------------|----------------|
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D.3 2023 Meeting Schedule

**MUNICIPAL ANIMAL CARE & CONTROL COMMISSION
2023 MEETING SCHEDULE**

2ND MONDAY OF EACH QUARTER AT 5:30 P.M. AT CITY HALL COUNCIL CHAMBERS

- **MONDAY, JANUARY 9, 2023**
- **MONDAY, APRIL 10, 2023**
- **MONDAY, JULY 10, 2023**
- **TUESDAY, OCTOBER 10, 2023 (the 9th is a Holiday -Columbus Day)**

Posted 10/14/22

E. Strategic Issues for Discussion and/or Vote:

E.1 Discussion/Possible Vote Dog Park

- **Fence Repair**
- **Brick Sales for the Wall & Installation**
- **Fundraising**

Mayor Skinner noted that Lisa Critchfield was to speak on this subject but she was not in attendance at this time.

Fundraising - The Mayor recognized Elissa Linger who spoke about fundraising, referencing the recent fundraising event that was sponsored by the Lewis-Upshur Animal Control Fundraiser that was successful but did cause confusion with this Commission’s fundraising efforts. Ms. Linger proposed having our own using the term “Furball” Fundraiser and holding it sometime between Thanksgiving and Christmas of 2023. Michelle Jack will help with the planning and spoke on the

planning aspects. Michelle will reach out to see if the other organizers were planning to hold an event this year and work to not be in conflict with one another.

Brick Sales for the Wall & Installation - Amberle Jenkins led a discussion on the additional 34 bricks that can be sold for the wall; these are 4 x 8 bricks that originally sold for \$35 per brick. It was recommended by Ms. Linger to raise the price to \$40.

Fence Repair - Discussion about the mowing of the dog park took place and that there was a feeling that whoever was mowing had damaged the fence. It was determined that the Director of Public Works, Jerry Arnold will check out the fence.

E.2 Feral Cat Colony at the River Walk Trail - A discussion took place concerning the ongoing Feral Cat Colony at the River Walk Trail. One problem is that members of the public are continuing to put out food for the colony. A suggestion to capture, neuter and find them homes or release them back into the colony was discussed. Mayor Skinner agreed that trying to capture the cats from the cat colony, neuter them and either find homes or place them back in the colony. It will eventually reduce the population. At this time Alison Whitehair and Lisa Critchfield joined the meeting through GTM. Alison Whitehair offered to be the liaison between the College and the Commission. Amberle Jenkins reminded us that a representative from the DEP noted that feces from feral cats can be harmful to other domestic animals. The fact that there are now domestic rabbits that are appearing in areas of the City was noted by Ms. Linger.

It was determined that we would review the current Ordinance regarding stray animals to see if the City was able to capture, spay or neuter the cats then release them back into the colony. It was also suggested that Luv-4-Animals may be able to collect funds and handle the procedure of capturing, spaying or neutering the strays.

Mayor Skinner suggested a meeting with Robin Keough (Luv-4-Animals and Commission member) to determine a path forward. A letter of understanding between the City of Buckhannon, this Commission and West Virginia Wesleyan College will be executed.

Mayor Skinner briefed Lisa Critchfield on the earlier discussions regarding the fence, Brick Sales, and Fundraising.

Motion to increase the cost of the bricks for the wall to \$40 was made by Linger/Critchfield. Motion carried.

F. Board Members Comments and Announcements - None

G. Adjournment - There being no further business to be transacted, motion was made by Linger/Skinner to adjourn at 6:29 pm. Motion carried.

Mayor Robert N. Skinner III _____

Recorder Randall H. Sanders _____