

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, September 27th, 2012 – 10:30 a.m.
Lebanon Town Hall Conference Room

MINUTES

- 1) Meeting was called to order at 10:31 a.m. by Chairman Rich Matters. All Directors present at beginning of meeting with Director Cathy Osten joining meeting at 10:41 a.m.
- 2) One visitor.
- 3) **Moved by Ballinger, seconded by Sparkman to add Item #14 to the agenda “Discuss and act upon approval of Service Contract with NECCOG”. Vote: Yes, unanimous**
- 4) Minutes of March 22, 2012 not available.
Moved by Okonuk, seconded by Ballinger to approve the minutes of the August 23, 2012 meeting. Vote: Yes, unanimous
- 5) None

Motion by Sparkman, seconded by Ballinger to adjourn the order of the agenda and discuss Item #14 next. Vote: Yes, unanimous

14) Chairman Matters has worked out an arrangement with the NECCOG Animal Control Department to provide on-call, as-needed ACO coverage for the District in the absence of the District’s ACO and Assistant ACO. **Motion by Ballinger, seconded by Matters to enter into an agreement with NECCOG to provide emergency back-up animal control officer services to the District for times when or in the event that the District’s primary ACOs are unable to perform such duties; the District will pay \$15.00 per hour, a mileage fee equal to the per mile reimbursement set by the IRS and any additional expenses incurred related to the services provided. Vote: Yes, unanimous**

Returned to regular order of the agenda.

- 6) Budget for the present fiscal year is operating within normal limits. The Chairman was given copies of all checks written during FY 11-12 and copies of all checks to date for FY 13.
- 7) None
- 8) None

- 9) Five line items in were over-budget. Income exceeded expenses, however, resulting in a balance of \$1,569.50. **Motion by Sparkman, seconded by Ballinger to authorize the following line item transfers:**

<u>Amount</u>	<u>From Acct</u>	<u>To Acct</u>
\$2,607.30	6350	6900-2
\$ 449.03	6560-2	6950
\$ 103.51	6200	6200
\$ 93.81	6390	6260
\$ 736.97	6240	6560-1

as recommended by Treasurer Cathy Osten. Vote: Yes, unanimous

- 10) There were 56 non-emergency calls to Edwards Answering Service in August, with three night, five day and one weekend referral.
- 11) Members reviewed reports – contains lots of detail and it was recommended that report be made in smaller format so it may be read/printed in a more user friendly way. As it appears now, it may only be read on-line.
- 12) Resident inquired about hours of adoption at pound and the ACO responded they are flexible.
- 13) **Moved by Ballinger, seconded by Sparkman to enter into Executive Session at 10:36 a.m. and invited the ACO Mike Murphy to join the Session. Vote: Yes, unanimous**

Members returned to Regular Session at 11:00 a.m.

- 15) **Moved by Ballinger, seconded by Osten to approve a pay increase of \$7,000 for ACO Mike Murphy for a total wage of \$32,000 per year and an increase of \$1,280 for Assistant ACO Scott Trahan for a total wage of \$10,560 per year, effective November 1, 2012, prorated for the balance of fiscal year 12-13. Vote: Yes, unanimous**
- 16) **Moved by Matters, seconded by Ballinger to adjourn the meeting at 11:15 a.m. Vote: Yes, unanimous**

Joyce R. Okonuk
Secretary