

## JENNINGS COUNTY ANIMAL CONTROL BOARD

### REGULAR MEETING MINUTES

#### JENNINGS COUNTY GOVERNMENT BUILDING

*November 18<sup>th</sup>, 2025*

The meeting was called to order at 9:00am.

Board Members in attendance: Nad Day, Mark Smith, Tara Thormin, and Chasity Gerkin.

Not present: Trent Wisner

Others in attendance: Department Head / ACO1 Michelle Matern, ACO2 Travis Branum, Full-time Kennel Technician Kelly Richmond, Part-Time Kennel Technician Breanna Harmon.

Introduction: Meeting was opened by Day. Minutes were signed from October 21<sup>st</sup>, 2025, motion for approval by Gerkin and seconded by Thormin, carried 4-0.

Agenda items / New Business: ACO2 Shift Change: ACO2's shift will soon transition to 12:00 PM to 8:00 PM, as directed by the department head. Firearm Training: ACO2 personnel are required to complete firearm training in conjunction with ACO1 after a full year of employment. Three rounds of general training are available, with the first round to be completed within the first year of employment. New Handheld Radios: Matern reported that the commissioners have approved the purchase of new handheld radios, funded through the bond. The radios have been ordered and are expected to arrive in approximately two weeks. Facility Concrete Work: Concrete repairs in front of the facility will commence upon contractor availability. Mowing Services: While the current budget allows for the purchase of a new mower but no ability to contact mowing out, the Jennings County Commissioners have offered to provide mowing services as volunteers. This offer was made during a public meeting on September 18<sup>th</sup>, 2025. Snow Removal: The City of North Vernon Street Department will handle snow removal at the facility as needed during the winter months. Vehicle Maintenance: Matern stated that new tires had been installed on her vehicle. The new budget also allows for tire replacement for the second vehicle driven by Branum when necessary. Animal Status: Matern confirmed that all dogs are spayed/neutered, with the exception of one female who recently gave birth to puppies. Volunteer Open House: Thormin and Gerkin discussed the Volunteer Open House initiative. They noted that several community members have expressed interest in volunteering. Employees were encouraged to contact individuals who have submitted waivers to schedule volunteer opportunities. Employee Feedback: The board invited employees to share any thoughts, concerns, or questions. Employees expressed satisfaction with current efforts and their work environment. Pest Control: A discussion regarding a mice problem took place. Matern will investigate extermination options, as suggested by Day. Board Meeting Live Streaming: The county attorney has advised that board meetings are not required to be live-streamed unless held in the county council chambers. 2026 Board Meeting Dates: The board will vote on the 2026 board meeting dates at the December 16<sup>th</sup> board meeting. Dates and locations will be advertised in advance.

Day made the motion to adjourn, Gerkin seconded. Motion carried unanimously.



Nad Day, Animal Control Board President



Trent Wisner, Animal Control Board Vice President



Tara Thormin, Animal Control Board Secretary

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Mark Smith, Animal Control Board Member

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Chasity Gerkin, Animal Control Board Member