

# JENNINGS COUNTY ANIMAL CONTROL BOARD

## REGULAR MEETING MINUTES

### JENNINGS COUNTY GOVERNMENT BUILDING

*August 19<sup>th</sup>, 2025*

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

Roll Call – Present: Nad Day, Trent Wisner, Mark Smith, and Chasity Gerkin.

Not Present: Tara Thormin

Others in attendance: Department Head / ACO1 Michelle Matern

Approval of Minutes from July 15, 2025 – Minutes were signed from July 15, 2025. Gerkin motioned for approval, Smith seconded. Unanimous vote to approve.

Mowing – Wisner made motion to table, Gerkin seconded. Unanimous vote to table.

Day and Smith met at animal control to look at the grounds and discussed the needed gravel and concrete pad for the dumpster. Day contacted Shane Boswell and was advised that the county will be providing concrete and gravel. If it is not done by Labor Day then ACO1 or Day will follow up with Josh Yeager. Josh Yeager should be following up with ACO1, when he shows up to review the project, Day or Smith would like to be called to meet. Board discussed the fencing area in the back of AC. The fencing placement / gates could affect the mowing and or size of mowers being used. Discussed the mowing issues. County needs to take care of the county department, or a discussion needs to take place on what is expected of animal control. Right now, animal control does not have mowing in the budget and cannot sustain the cost. If animal control's budget is expected to pay for mowing and or gravel, then the 2026 budget request needs to be amended. Day will call Shane Boswell to see if the county will help with the mowing. The city needs to be contacted to see if they will take care of snow removal in the winter since their facility is next door. Board discussed the ordinance that Alex provided. ACO1 brought up the ordinance she had that stated the city wanted to limit the number of dogs (3) that could be owned within city limits. Current ordinance does not have this stipulation; therefore, no discussion is needed. Limited discussion occurred on kennel license being approved by either the City of NV or Town of Vernon.

Various ordinance changes listed below:

Page 24 C #1 & #2

(C) As used in this chapter, “business hours” means Monday through Friday from 8:00 a.m. to 4:00 p.m., excluding county holidays.

(1) Calls for assistance of an Animal Control Officer outside of business hours shall be made through the Jennings County 911 Dispatch.

(2) The Animal Control Officer or an Animal Control employee shall respond to a call for assistance the same day a call for assistance was made.

(D) If the Animal Control Facility is at capacity, the Animal Control Board may close the Animal Control Facility and discontinue intakes of impounded or surrendered animals. Emergency intakes may occur at the discretion of the Animal Control Officer.

The ordinance pertains to AC responding to a call. ACO1 requested that the wording be changed. The current wording requires that an officer SHALL RESPOND TO A CALL FOR ASSISTANCE THE SAME DAY. This needs to be changed to an officer shall respond to an emergency. The definition of emergency needs to be defined. Using the SOP that was previously written for AC could be sent to Alex for the correct wording. ACO1 used an example of previous call that occurred at 2:30am to help clarify why the wording needs changed.

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(7) Any part-time employees of Animal Control shall keep track of time worked on forms prescribed by the County Auditor. including vacation, overtime, and compensatory time earned manually. The Animal Control Board shall be responsible for submitting part-time employees' time worked to the County Auditor.

This section needs to be changed – ACB cannot keep track of part time hours and be expected to submit hours worked bi-weekly. This needs to be the responsibility of the department head (ACO1).

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(4) Any animal that is not claimed by the owner whose identity is determined within three to five days three (3) business days of notification shall become the property of the county and may be placed for adoption or humanely euthanized.

The 3-5 day hold was changed to 3 business days.

(2) False reporting of a violation of this chapter may be referred to law enforcement for investigation

False informing was changed; it places the burden on a city or county officer to prove/follow up (page 17).

(K) Livestock Animal restrictions.

(1) It shall be unlawful for any person to own or keep any livestock animal in the city/North Vernon and Vernon limits the City of North Vernon or Town of Vernon unless permitted by city/council/town board of the North Vernon Common Council or Vernon Town Council. Livestock shall may be allowed in accordance with the Jennings County Unified Zoning Ordinance. permitted in the zoned county areas unless specified in other homeowners' associations and or bylaws written by landlords or gates communities, unless permitted in writing. This subsection may not be construed to supersede restrictive covenants or bylaws of a neighborhood or homeowners association which may prohibit ownership of livestock within the neighborhood or homeowners' association.

Page 17 (K) The number of chickens that can be owned within the city limits was discussed.

This is a city issue, not an animal control issue. There is the possibility if approved.

ACO1 advised that the laundry budget is \$0, however there are other available funds to transfer. Euthanasia meds need to be purchased to use funds in remaining budget. Part time hours were discussed regarding the recent cut by county council but then corrected. ACO1 advised that both trucks need tires, however there is only enough money for 1 vehicle. Money can be pulled from a different line item if needed. Also 2 nets need to be purchased. The nets were requested through the bond. Where is the bond money? Can it be used?

New Business: Does saving the animals cost taxpayers? Currently, other than salaries the facility runs on \$33500/year (\$2800/month). Saving the animals has NOT cost taxpayers any additional money. It may put extra work on the employees with cleaning and feeding but no additional cost has been incurred. What is a concern? ACO1 mentioned that Kennel Technician would like to put more animals down due to being overwhelmed with the cleaning and the number of animals. Many cats were recently euthanized due to being over capacity. The cats that were euthanized were not spayed/neutered or current on vaccines and some were ill. Currently there are 28 cats/kittens. Employees could use volunteer help throughout the week to help clean. A specific request to the public could be made for a volunteer that could help during specific times on a regular basis (for example 9-11 daily). ACO1 does believe we are on the right path and making the correct choices in saving/rehoming animals.

No claims to approve.

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

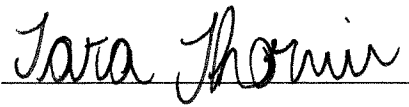
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Nad Day, Animal Control Board President




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Trent Wisner, Animal Control Board Vice President



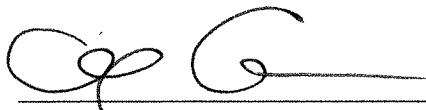
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Tara Thormin, Animal Control Board Secretary



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Mark Smith, Animal Control Board Member



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Chasity Gerkin, Animal Control Board Member