

ANIMAL SHELTER MEETING
MINUTES
February 28, 2023 – 2:00 PM

PRESENT

Mike Hamp, Waynesboro City Manager
Jon Hilbert, Shelter Director
Candy Hensley, Assistant County Administrator
Shane Ayers, Staunton ACO

ABSENT

Tim Fitzgerald, Augusta County Administrator
Leslie Beauregard, Staunton City Manager

1. Minutes were presented and approved. Minutes are attached.
Motion: Hensley Second: Ayers Approved
2. Mr. Hilbert gave an update on hiring. There are openings for three part-time kennel attendants. Currently, interviews are being conducted for the outreach coordinator.
4. Mr. Hilbert gave an update on the population report, which is attached.
6. Mr. Hilbert presented the Interim Director's Report, which is attached.
7. Ms. Hensley gave an update on the new animal shelter. Currently, we are in the design phase. The design team, including the architect has visited two area shelters including Montgomery County and Augusta County SPCA. Montgomery County is very similar to our animal counts and the number of staff. Tours of the shelters were to obtain lessons learned and to obtain ideas for our new shelter. There are additional tours planned.
7. The public in attendance had various comments and questions:
 - a. Danny Link, Augusta County citizen, ask what the schedule is for the new facility. Ms. Hensley indicated we are in the design phase now. The project will likely be bid in the fall with construction next year. At this time we are unsure how long construction will take.
 - b. Danny Link, Augusta County citizen, asked if there was a good applicant pool for the outreach position. Mr. Hilbert responded yes.
 - c. Jean Frazier, shelter volunteer, asked about animal occupancy at the new shelter. Ms. Hensley indicated we are planning to keep the same occupancy numbers.

d. Jean Frazier, shelter volunteer, asked if the project would be built in phases. Ms. Hensley indicated the entire project would be built at one time. There are pods that will not be used. There is discussion about using one of the pods for an emergency shelter in the event of such events like hurricanes.

9. Meeting adjourned.

Motion: Ayers

Second: Hensley

Approved

Next meeting – March 28, 2023 at 2:00 PM