

ANIMAL SHELTER MEETING

MINUTES

September 26, 2023 – 2:00 PM

PRESENT

Tim Fitzgerald, County Administrator

Mike Hamp, Waynesboro City Manager

Leslie Beauregard, Staunton City Manager

Candy Hensley, Assistant County Administrator

Jon Hilbert, Shelter Director

1. Minutes were presented and approved for the August 22, 2023 meeting.
Motion: Beauregard Second: Hamp Approved
2. Mr. Hilbert gave an update on hiring. The shelter is currently accepting applications for one full-time and one part-time Kennel Attendant.
3. Mr. Hilbert gave an update on the population report, which is attached.
4. Ms. Hensley gave an updated on the new animal shelter at Verona Elementary.
 - Plans are approximately 90% complete.
 - A value engineering exercise is being conducted.
 - The preliminary budget estimate was \$2,738,018. There will be an increase in costs due to scope creep, electrical vandalism, the addition of indoor/outdoor dog runs, etc. The amounts along with summary information will be reported soon. The increase looks to be approximately \$1,000,000, but the amount will need to be finalized.
 - Schedule:
 - Advertise for bids – Nov/Dec
 - Bids due – Dec/Jan
 - Award – Jan/Feb
 - Construction start – Mar
 - Construction completion – end of 2024
5. Mr. Hilbert presented the Director's Report, which is attached.
6. The status of animal control related ordinances regarding fees was discussed. The Augusta County Board of Supervisors will be considering their ordinance for public hearing on September 27, 2023. Waynesboro is currently introducing ordinance changes and plans for public hearing in approximately two weeks with approval after.

7. The public requested a presentation on the new shelter when the plans are ready. That request will be fulfilled.

In addition, it was indicated that Verona Food Pantry has a significant amount of cat litter boxes. A connection should be made in order to receive or pick these boxes up regularly.

6. Meeting adjourned.

Next meeting – October 24, 2023 at 2:00 PM