

ANIMAL CONTROL COMMISSION MEETING

MAY 20, 2019

FAIRBANKS NORTH STAR BOROUGH ANIMAL CONTROL COMMISSION MEETING AGENDA
MONA LISA DREXLER ASSEMBLY CHAMBERS AT THE
JUANITA HELMS ADMINISTRATION CENTER
907 TERMINAL STREET, FAIRBANKS, ALASKA

May 20, 2019. 6:00 P.M.

A. ROLL CALL

B. MESSAGES

1. Citizen's Comments – limited to three (3) minutes
 - a. Agenda items not scheduled for public hearing
 - b. Items other than those appearing on the agenda
2. Disclosure & Statement of Conflict of Interest

C. APPROVAL OF AGENDA AND CONSENT AGENDA

Approval of consent agenda passes all routine items indicated by asterisk (*) on agenda. Consent agenda items are not considered separately unless any Commission member or citizen so requests. In the event of such request, the item is returned to the general agenda.

D. *MINUTES

1. *Minutes from April 15, 2019

E. UNFINISHED BUSINESS

1. Shelter report
2. Commercial sale of exotic animals
3. Licensing
4. Budget
5. Legislative bills or activity of interest

F. NEW BUSINESS

1. Mayor's memo
 - a. Sled dog housing
 - b. Disposal of commercial animals
 - c. Bites
 - d. Shelter facility

G. EXCUSE FUTURE ABSENCES June 17

H. COMMISSIONER'S COMMENTS/COMMUNICATIONS

I. ADJOURNMENT

MINUTES

APRIL 15, 2019

FAIRBANKS NORTH STAR BOROUGH ANIMAL CONTROL COMMISSION

**MINUTES
APRIL 15, 2019**

A regular meeting of the Fairbanks North Star Borough Animal Control Commission was held in the Mona Lisa Drexler Assembly Chambers, Juanita Helms Administration Center, 907 Terminal Street, Fairbanks, Alaska. The meeting was called to order at 6:00 p.m. by Scott Chesney, Chair.

A. ROLL CALL

MEMBERS PRESENT: Ronnie Rosenberg Mary Fortune
 Alex Thornton Lindsey Heaney
 Gail Gardner Scott Chesney

MEMBERS ABSENT & EXCUSED: Link Olson, Jamie Marschner

OTHERS PRESENT: Sharon Wittenkeller, Clerk

B. MESSAGES

Citizen's Comments – None.

Disclosure & Statement of Conflict of Interest – None.

C. APPROVAL OF AGENDA

Motion: To approve the agenda made by **Commissioner Thornton** and seconded by **Commissioner Rosenberg**.

PASSED WITHOUT OBJECTION OR ROLL CALL VOTE.

D. APPROVAL OF MINUTES

Minutes from March 19, 2019.

Motion: To approve the minutes with correction of the spelling of Commissioner Marschner's last name made by **Commissioner Rosenberg** and seconded by **Commissioner Heaney**.

PASSED WITHOUT OBJECTION OR ROLL CALL VOTE.

E. UNFINISHED BUSINESS

1. Shelter Report presented by Sandy Hill

Interview recommendations for the casual position have been sent to HR. Updated on staff attendance and availability. The budget was presented to the Assembly and moved to be approved, final processes should be completed in the middle of May. No big changes to animal population. Upcoming trainings; Officer Ross will attend the Module B of the NACHO (National Animal Control and Humane Officer Training Academy) training in June, and three officers will attend the Alaska Animal Control Association meeting May 9th-10th.

2. Commercial sale of exotic animals

Commissioner Thornton handed out documents with information in regards to regulations of commercial sales of exotic animals, and reported on the information he researched. Discussion ensued among Commissioners. It was decided **Commissioner Thornton**, would draft a letter to Petco on a commercial level in regards to the concerns of exotic animals sales in the FNSB area for review by the Commission at the next meeting.

3. Budget

Sandy Hill reported they presented a flat budget to the Assembly. It was motioned to be accepted at this stage.

4. Legislative bills or activity of interest – None.

F. NEW BUSINESS

1. Licensing

The commission agreed to review and submit the 2016 draft of a licensing ordinance to legal for review.

2. Ft. Wainwright deployment and increasing relinquishment

Commissioner Rosenberg has reached out to Janice Westland with USO on base, and Angela Major, an Assembly member. **Commissioner Rosenberg** reported most of the military personnel that will be deploying are mainly housed in the barracks and would not have pets. **Commissioner Rosenberg** is working to find out who she can work with on base and the number of possible animal relinquishments, and looking to start work on a handout of for people on the base for resources available to them for relocating their pets with them when they move.

G. EXCUSE FUTURE ABSENCES

May 20

H. COMMISSIONER'S COMMENTS/COMMUNICATIONS

Commissioners' Comments

Commissioner Rosenberg, stated the shelter is number for the interior with Pick. Click.Give. with 482 people who pledged, for a total of \$30, 075. Walk for charity is coming up on Friday, May 10th, the shelter is one of the charities, register online at explorefairbanks/charitywalk. Round up at the registered at the food co-op just wrapped up, numbers are not available. Clean up day is Saturday, May 11th at 9:00 a.m. at the Fred Meyer West parking lot, they will be cleaning up their adopted highway. Saturday, June 8th, there will be a pizza, pints, and pups event at Hoodoo Brewery. Since March, the shelter has spent over \$27,000 in veterinary bills. Commissioner Rosenberg is looking for someone to work with an artist who has donated her time to do a paint night for fund raising efforts. Tax draft is done and will be filed mid may. The web site, network for good, and the endowment are doing well. They are in the market for a new space for the garage sale in September, GVC has been sold.

Commissioner Chesney, stated the Yukon Quest board elections are coming up, they are always looking for candidates.

I. ADJOURNMENT

There being no further business, the meeting was adjourned at 6:53 p.m.

UNFINISHED BUSINESS

1 Recommended by the Animal Control Commission By: Mayor Bryce Ward
2 Introduced:
3

4 FAIRBANKS NORTH STAR BOROUGH

5 ORDINANCE NO. 2019 -

6 AN ORDINANCE AMENDING TITLE 22 OF THE FAIRBANKS NORTH STAR
7 BOROUGH CODE ALLOWING FOR LICENSING OF DOGS AND CATS
8

9 WHEREAS, The Fairbanks North Star Borough currently does not have a
10 dog and cat licensing requirement, and
11

12 WHEREAS, The FNSB Animal Control Commission has recommended
13 implementation of a licensing structure for dogs and cats within the borough; and
14

15 WHEREAS, A licensing program increases the chance that a dog or cat will
16 be reunited with its owner in the unfortunate event it is lost. A licensed pet has the owner's
17 contact information on file with Animal Control; and
18

19 WHEREAS, Licensing fees are a source of funds and a method of offsetting
20 the cost of services to the borough residents actually utilizing or benefitting from specific
21 service; and
22

23 WHEREAS, Licensing gives Animal Control an opportunity to verify rabies
24 vaccinations; and
25

26
27
28
29
CODE AMENDMENTS ARE SHOWN IN LEGISLATIVE FORMAT
Text to be added is underlined
Text to be deleted is [BRACKETED AND CAPITALIZED]

30 WHEREAS, Licensing will give Animal Control and Emergency Operations
31 statistics of where large numbers of dogs or cats are located for emergency response
32 planning; and

33
34 NOW, THEREFORE, BE IT ORDAINED by the Assembly of the Fairbanks
35 North Star Borough:

36
37 Section 1. This ordinance is of a general and permanent nature and shall
38 be codified.

39
40 Section 3. Section 22.04.010 **Definitions** shall be amended by adding the
41 following terms:

42 Multiple animal license – large - means a person or facility, including a lot, dwelling
43 unit, residence or business premise, that owns, houses, possesses, or is the custodian
44 of more than 20 dogs and/or cats.

45 Multiple animal license – small - means a person or facility, including a lot, dwelling
46 unit, residence or business premise, that owns, houses, possesses, or is the custodian
47 of seven or more but no more than 20 dogs and/or cats.

48
49 Section 4. Section 22.06.010.A **Adoption fees and deposits** shall be
50 amended as follows:

51 A. An adoptive owner shall pay to the borough animal shelter an adoption fee as
52 established in accordance with FNSBC 3.50.010 plus the current fee for a rabies
53 vaccination if the animal is not currently vaccinated as provided in this title, plus the
54 current license fee. Adoption fees for animals other than dogs or cats shall also be
55 established in accordance with FNSBC 3.50.010.

56

CODE AMENDMENTS ARE SHOWN IN LEGISLATIVE FORMAT

Text to be *added* is underlined

Text to be *deleted* is [BRACKETED AND CAPITALIZED]

57 Section 5. Section 22.06.020.A **Impound fees** shall be amended as
58 follows:

59 A. Any animal impounded under this chapter may be redeemed as provided in this
60 chapter upon payment by the owner to the borough of the amount specified in FNSBC
61 22.06.030, plus a redemption fee as established in accordance with FNSBC 3.50.010,
62 based on the number of previous impounds for the animal in any given 36-month period,
63 with a maximum fee of \$300.00. In the event that the impounded animal does not have a
64 current rabies vaccination according to FNSBC 22.16.020 the owner shall pay penalty as
65 established in accordance with FNSBC 3.50.010, in addition to the actual cost of the
66 rabies vaccination. In the event that an impounded dog or cat does not have a current
67 license according to FNSBC Chapter 22.08, the owner shall pay a penalty as established
68 in accordance with FNSBC 3.50.010 in addition to the actual licensing fee and be issued
69 a current license and tag for the dog or cat.

70
71 Section 22. A new chapter, Chapter 22.08 **Licenses**, shall be added as
72 follows:

73 **22.08.010 Dog and cat license required**

74 A. No person may own or harbor a dog or cat in the Fairbanks North Star Borough
75 over the age of four months without obtaining a Borough license tag for the dog or cat
76 except a dog or cat brought into the borough for less than 30 days and such dog or cat is
77 licensed in another jurisdiction.

78 B. A dog or cat license is not transferable to another person. Any dog or cat over the
79 age of four months which is transferred, sold, or given away within the borough shall be
80 licensed by the new owner within 15 days of the sale or acquisition.

81 C. The licenses for the following animals shall be at no cost.

- 82 1. Dogs used for municipal, state or federal police work.
83 2. Dogs or cats belonging to a person with a multi-animal license which has
84 paid its annual licensing fee pursuant to FNSBC 22.08.050.

CODE AMENDMENTS ARE SHOWN IN LEGISLATIVE FORMAT

Text to be *added* is underlined

Text to be *deleted* is [BRACKETED AND CAPITALIZED]

85 D. All other dogs and cats requiring a license shall be charged a fee as established
86 annually in accordance with FNSBC 3.50.010.

87

88 **22.08.020 Nonresident dog or cat license required**

89 Non-residents who bring a dog or cat into the borough for 90 days or more shall obtain a
90 dog or cat license for each animal within 15 days of the date of arrival or the date the non-
91 resident knew or should have known the non-residents' dog or cat would be in the
92 borough for 90 days or more, whichever is later.

93

94 **22.08.030 Licensing procedure**

95 A. Application for an individual dog or cat license shall be to the animal control
96 division. The application shall include:

- 97 1. The name, mailing and residence address of the owner of the dog or cat.
- 98 2. The type of animal, i.e. dog or cat.
- 99 3. The name, breed, color, age and sex of the dog or cat.
- 100 4. Verification by a veterinarian of a spay or neuter;
- 101 5. Proof that the dog or cat has a current rabies vaccination; and
- 102 6. The required license fee.

103 B. Licenses shall be valid for a term of up to one, two or three years from the date of
104 issuance, the term selected at the option of the pet owner and shall expire in conjunction
105 with the expiration date or anniversary date of the relevant rabies vaccination. Proof of a
106 current rabies vaccination for the entire licensing period selected is required. License
107 fees are not prorated.

108 C. An application to renew a license shall be made in the same manner as an
109 application for a new license. A license may be renewed for the following period within
110 30 days before or after the expiration date. Delinquent renewals shall be charged a \$25
111 penalty. Owners who delinquently apply for a license or a license renewal but have not
112 received a citation will not be issued a citation at the time of application for a license.

CODE AMENDMENTS ARE SHOWN IN LEGISLATIVE FORMAT

Text to be *added* is underlined

Text to be *deleted* is [BRACKETED AND CAPITALIZED]

113 D. It is the responsibility of every dog or cat owner to update and provide the borough
114 with current information regarding the items set forth in subsection A above.

115

116 **22.08.040 License tags and receipts**

117 A. Animal control shall issue the dog or cat owner a numbered receipt and a tag
118 stamped with an identifying number for each license issued under this Chapter. A tag
119 need not be issued if the animal has, or has had, a readable microchip implanted.

120 1. Animal control will record the microchip number and associate it with the owner
121 and license record.

122 B. An owner shall display a current borough license tag issued to the dog or cat
123 securely fastened to the dog or cat's collar or harness at all times except:

124 1. While confined on the owner's or custodian's premises within a building; or

125 2. While in competition, a recognized animal activity or form of training
126 requiring that a collar not be worn.

127 3. Notwithstanding subsection D, while at a veterinary office operated by a
128 licensed veterinarian or under current, written, licensed veterinarian instructions not to
129 wear a collar for medical reasons.

130 C. No person shall use a borough dog or cat license tag or receipt for a dog or cat
131 other than the one for which it was issued.

132 D. No person, other than the owner, veterinary care provider or animal control staff,
133 shall remove from any dog or cat any license tag or an animal's collar or harness with an
134 attached license tag.

135 E. No person shall counterfeit, attempt to counterfeit or attempt to use a counterfeit
136 license tag, receipt for payment of a license, or certificate of rabies vaccination.

137

138

CODE AMENDMENTS ARE SHOWN IN LEGISLATIVE FORMAT

Text to be *added* is underlined

Text to be *deleted* is [BRACKETED AND CAPITALIZED]

139 **22.08.050 Multiple Animal Licensing**

140 A. No person shall own or care for more than seven (7) dogs and/or cats without
141 obtaining a multiple animal license for each physical location where animals are kept.
142 Once a license is issued and paid for pursuant to this section, the owner who applied for
143 the multiple animal license shall be furnished with individual, one year license tags for the
144 dogs or cats listed pursuant to subsection C.7 below. The one year license tag shall
145 expire in conjunction with the expiration date or anniversary date of the relevant rabies
146 vaccination. Tags need not be issued for the animals which have been implanted with
147 microchips. Animal control will record microchip numbers and associate them with the
148 owner in Borough records.

149 B. The following do not require a multiple animal license:

150 1. Veterinary offices operated by a licensed veterinarian for the care and
151 treatment of animals.

152 2. Animal day-care or boarding facilities which temporarily board dogs or cats
153 owned by other persons. If a boarding facility has five or more dogs and cats on site at
154 one time for 30 days or more, it must obtain multiple animal license.

155 C. Application for a multiple animal license shall be to the animal control division. The
156 application shall include:

157 1. The name mailing and physical address of the owner of the;

158 2. The name mailing and physical address of the operator;

159 3. The name and physical address location;

160 4. The maximum number of dogs or cats to be held at the. A shall consist of
161 dogs or cats respectively. A multiple animal license – small shall consist of between 7 –
162 20 dogs and/or cats. A multiple animal license – large shall consist of more than 20 dogs
163 and/or cats.

164 .

165 7. A complete list of the dogs or cats by rabies certificate numbers including
166 the name breed, color, age, sex and reproductive status for each dog or cat over the age

CODE AMENDMENTS ARE SHOWN IN LEGISLATIVE FORMAT

Text to be *added* is underlined

Text to be *deleted* is [BRACKETED AND CAPITALIZED]

167 of four months. Rabies certificates for all dogs or cats must be current for the application
168 to be considered complete. Said list shall be maintained by the owner with current
169 information and must be immediately made available upon request by an animal control
170 officer;

171 9. The required license fee pursuant to FNSBC 3.50.010.

172 D. Multiple animal licenses are valid for a period of one year. Individual dog or cat
173 license records are valid for a period of no more than one year, and shall expire in
174 conjunction with the expiration date or anniversary date of the relevant rabies vaccination.

175 F. It is the responsibility of the person with a multiple animal license to update and
176 provide the borough with current license information regarding the items set forth in
177 subsection C.7.

178 H. Renewal applications shall be made at least thirty days prior to the expiration of
179 the current license and may rely upon materials submitted with a prior application
180 provided it portrays the current conditions of the facility or location, except current rabies
181 vaccinations proof of each animal over the age of four months and upon certification that
182 there have been no significant changes in the numbers or types of dogs or cats since the
183 prior application.

184

185 Section 7. FNSB 1.04.050 **Fine Schedule** is amended to add the following:

<u>Code Section</u>	<u>Offense</u>	<u>Penalty/Fine</u>	<u>Mandatory Warning Required</u>
<u>22.08.010</u>	<u>Failure to license a dog or cat</u> <u>1st offense</u>	<u>\$100.00</u>	<u>Yes, 1st offense only</u>
<u>22.08.010</u>	<u>Failure to license a dog or cat</u> <u>2nd offense</u>	<u>\$200.00</u>	<u>No</u>
<u>22.08.010</u>	<u>Failure to license a dog or cat</u> <u>3rd offense</u>	<u>\$300.00</u>	<u>No</u>

CODE AMENDMENTS ARE SHOWN IN LEGISLATIVE FORMAT

Text to be *added* is underlined

Text to be *deleted* is [BRACKETED AND CAPITALIZED]

<u>22.08.040(C)</u>	<u>Using a borough dog or cat tag, or receipt for a dog or cat other than the one for which issued.</u> <u>1st offense</u>	<u>\$100.00</u>	<u>No</u>
<u>22.08.040(C)</u>	<u>Using a borough dog or cat tag, or receipt for a dog or cat other than the one for which issued.</u> <u>2nd offense</u>	<u>\$200.00</u>	<u>No</u>
<u>22.08.040(C)</u>	<u>Using a borough dog or cat tag, or receipt for a dog or cat other than the one for which issued.</u> <u>3rd offense</u>	<u>\$300.00</u>	<u>No</u>
<u>22.08.040(D)</u>	<u>Removal of a dog or cat license by a non-owner or party authorized by this code</u> <u>1st offense</u>	<u>\$100.00</u>	<u>No</u>
<u>22.08.040(D)</u>	<u>Removal of a dog or cat license by a non-owner or party authorized by this code</u> <u>2nd offense</u>	<u>\$200.00</u>	<u>No</u>
<u>22.08.040(D)</u>	<u>Removal of a dog or cat license by a non-owner or party authorized by this code</u> <u>3rd offense</u>	<u>\$300.00</u>	<u>No</u>
<u>22.08.040(E)</u>	<u>Counterfeiting, attempting to counterfeit or use of counterfeit license tag, receipt or certificate of vaccination</u>	<u>\$300.00</u>	<u>No</u>
<u>22.08.050(O)</u>	<u>Failure to obtain a multiple animal license.</u> <u>1st offense</u>	<u>\$100.00</u>	<u>Yes, 1st offense only</u>
<u>22.08.050(O)</u>	<u>Failure to obtain a multiple animal license</u> <u>2nd offense</u>	<u>\$200.00</u>	<u>No</u>
<u>22.08.050(O)</u>	<u>Failure to obtain a multiple animal license</u> <u>3rd offense</u>	<u>\$300.00</u>	<u>No</u>

186

187

188

Section 8. Appendix E, **User Fee Schedule, Emergency Operations, Animal Control Fees** is amended to add the following:

189

Spayed or Neutered Dog or Cat, 1 year license \$15.00

190

Spayed or Neutered Dog or Cat, 2 year license \$28.00

191

Spayed or Neutered Dog or Cat, 3 year license \$40.00

CODE AMENDMENTS ARE SHOWN IN LEGISLATIVE FORMAT

Text to be added is underlined

Text to be deleted is [BRACKETED AND CAPITALIZED]

192	Unspayed or Unneutered Dog or Cat, 1 year license	\$25.00
193	Unspayed or Unneutered Dog or Cat, 2 year license	\$45.00
194	Unspayed or Unneutered Dog or Cat, 3 year license	\$65.00
195	Replacement tag	\$5.00
196	Penalty for delinquent license	\$25.00
197	Multi-animal license (7-20 dogs/cats) 1 year license	\$50.00
198	Multi-animal license (over 20 dogs/cats) 1 year license	\$75.00

199

200 Section 9. Effective Date. This ordinance shall be effective at 5:00 p.m. of

201 the first Borough business day following its adoption.

202

203 PASSED AND APPROVED THIS _____ DAY OF _____, 2019.

204

205

206

207 _____

208

209 Presiding Officer

210

211 ATTEST:

212

213

214

215 _____

216

217 Borough Municipal Clerk

218

219 APPROVED:

220

221 _____

222

223

224

225

226

227

228

229

230

231

232

233

234

235

236

237

238

239

240

241

242

243

244

245

246

247

248

249

250

251

252

253

254

255

256

257

258

259

260

261

262

263

264

265

266

267

268

269

270

271

272

273

274

275

276

277

278

279

280

281

282

283

284

285

286

287

288

289

290

291

292

293

294

295

296

297

298

299

300

301

302

303

304

305

306

307

308

309

310

311

312

313

314

315

316

317

318

319

320

321

322

323

324

325

326

327

328

329

330

331

332

333

334

335

336

337

338

339

340

341

342

343

344

345

346

347

348

349

350

351

352

353

354

355

356

357

358

359

360

361

362

363

364

365

366

367

368

369

370

371

372

373

374

375

376

377

378

379

380

381

382

383

384

385

386

387

388

389

390

391

392

393

394

395

396

397

398

399

400

401

402

403

404

405

406

407

408

409

410

411

412

413

414

415

416

417

418

419

420

421

422

423

424

425

426

427

428

429

430

431

432

433

434

435

436

437

438

439

440

441

442

443

444

445

446

447

448

449

450

451

452

453

454

455

456

457

458

459

460

461

462

463

464

465

466

467

468

469

470

471

472

473

474

475

476

477

478

479

480

481

482

483

484

485

486

487

488

489

490

491

492

493

494

495

496

497

498

499

500

501

502

503

504

505

506

507

508

509

510

511

512

513

514

515

516

517

518

519

520

521

522

523

524

525

526

527

528

529

530

531

532

533

534

535

536

537

538

539

540

541

542

543

544

545

546

547

548

549

550

551

552

553

554

555

556

557

558

559

560

561

562

563

564

565

566

567

568

569

570

571

572

573

574

575

576

577

578

579

580

581

582

583

584

585

586

587

588

589

590

591

592

593

594

595

596

597

598

599

600

601

602

603

604

605

606

607

608

609

610

611

612

613

614

615

616

617

618

619

620

621

622

623

624

625

626

627

628

629

630

631

632

633

634

635

636

637

638

639

640

641

642

643

644

645

646

647

648

649

650

651

652

653

654

655

656

657

658

659

660

661

662

663

664

665

666

667

668

669

670

671

672

673

674

675

676

677

678

679

680

681

682

683

684

685

686

687

688

689

690

691

692

693

694

695

696

697

698

699

700

701

702

703

704

705

706

707

708

709

710

711

712

713

714

715

716

717

718

719

720

721

722

723

724

725

726

727

728

729

730

731

732

733

734

735

736

737

738

739

740

741

742

743

744

745

746

747

748

749

750

751

752

753

754

755

756

757

758

759

760

761

762

763

764

765

766

767

768

769

770

771

772

773

774

775

776

777

778

779

780

781

782

783

784

785

786

787

788

789

790

791

792

793

794

795

796

797

798

799

800

801

802

803

804

805

806

807

808

809

810

811

812

813

814

815

816

817

818

819

820

821

822

823

824

825

826

827

828

829

830

831

832

833

834

835

836

837

838

839

840

841

842

843

844

845

846

847

848

849

850

851

852

853

854

855

856

857

858

859

860

861

862

863

864

865

866

867

868

869

870

871

872

873

874

875

876

877

878

879

880

881

882

883

884

885

886

887

888

889

890

891

892

893

894

895

896

897

898

899

900

901

902

903

904

905

906

907

908

909

910

911

912

913

914

915

916

917

918

919

920

921

922

923

924

925

926

927

928

929

930

931

932

933

934

935

936

937

938

939

940

941

942

943

944

945

946

947

948

949

950

951

952

953

954

955

956

957

958

959

960

961

962

963

964

965

966

967

968

969

970

971

972

973

974

975

976

977

978

979

980

981

982

983

984

985

986

987

988

989

990

991

992

993

994

995

996

997

998

999

1000

CODE AMENDMENTS ARE SHOWN IN LEGISLATIVE FORMAT
Text to be added is underlined
Text to be deleted is [BRACKETED AND CAPITALIZED]

DRAFT

CODE AMENDMENTS ARE SHOWN IN LEGISLATIVE FORMAT
Text to be *added* is underlined
Text to be *deleted* is [BRACKETED AND CAPITALIZED]