



**CITY OF HENDERSONVILLE**  
**ANIMAL SERVICES ADVISORY COMMITTEE**  
HPD Police Headquarters - Training Room | 630 Ashe St. | Hendersonville NC  
28792



Thursday, August 15, 2024 – 5:00 PM

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## AGENDA

1. **CALL TO ORDER**
2. **PUBLIC COMMENT**
3. **APPROVAL OF AGENDA**
4. **APPROVAL OF MINUTES**
  - A. Approval of April 18, 2024 Meeting Minutes - *Caroline Gunther, Chair*
5. **NEW BUSINESS**
  - A. Introduction of New Committee Members - *Caroline Gunther, Chair*
  - B. Elect Chair & Co-Chair
  - C. Set Meetings Calendar for 2024-2025
6. **OLD BUSINESS**
  - A. Action Items from Caroline & Alexis - Legal, Council Temperature, Regulating # of Animals - *Caroline Gunther & Alexis Barker*
  - B. Review of more detailed orientation checklist - *Caroline Gunther, Chair*
  - C. Discussion of New Survey
7. **ADJOURNMENT**

*The City of Hendersonville is committed to providing accessible facilities, programs and services for all people in compliance with the Americans with Disabilities Act (ADA). Should you need assistance or an accommodation for this meeting please contact the City Clerk no later than 24 hours prior to the meeting at 697-3005.*



**Regular Meeting**  
**City of Hendersonville**  
**Animal Services Advisory Committee**

**April 18, 2024 @ 5:00 p.m.**

**Hendersonville Police Department | 630 Ashe St. | Hendersonville NC 28792**

**1. Call to Order**

The meeting was called to order at 5:07 pm by Chair Caroline Gunther.

Members present: Caroline Gunther, Angela Prodrick, Jean Greeson, Robin Grainger, Melissa Vazquez and Marianne Pendleton.

City Staff present: Melissa Justus, Staff Liaison; Alexis Barker, Civilian Animal Control Officer; and Daniel Heyman, Staff Attorney.

**2. Public Comment**

There was no public comment.

**3. Approval of Agenda**

Amended agenda to show move of New Business before Old Business; unanimous vote followed. Motion made by Angela Prodrick to approve the agenda as amended, Robin Grainger seconded.

**4. Approval of Minutes**

Clarification made to meeting minutes from October 19, 2023 – add “Marianne will research existing state level laws regarding breeders” under Proposed Fee’s/Licensing of Individual Breeders. Motion made by Angela Prodrick to approve the October 19, 2023 minutes as amended, Jean Greeson seconded the motion; unanimous vote followed.

Motion made by Angela Prodrick to approve the February 15, 2024 Special Called Meeting Minutes. Jean Greeson seconded the motion; unanimous vote followed.

## 5. New Business

- A. Change to number of members allocated to the ASAC** – ASAC member Robin Grainger and Katie Wiebel will need to reapply for another term. Discussed increasing number of committee members. A flyer was mentioned as a way of encouraging people to become committee members. A motion was made by Jean Greeson and seconded by Robin Grainger to request and recommend to City Council that the number of allocated ASAC members be increased to **11** total. No discussion followed by unanimous vote.
- B. Change to number of quorum members for Dangerous Dog Hearings** – City Clerk added the sentence *“Please note that there is a possibility of seeing things in relation to the mistreatment of animals”* to the ASAC page on the City of Hendersonville website so that citizens that are interested in becoming a committee member, they will have a better understanding of what the ASAC may see during dangerous dog hearings. A motion was made by Angela Prodrick and seconded by Robin Grainger for ASAC members to request and recommend to City Council that the number of members needed to be present for a quorum during quasi-judicial Dangerous Dog hearings be changed from four members to **three** members. No discussion followed by unanimous vote.

## 6. Old Business

- A. Update on Spay & Neuter Program & appropriation of state funds** – City of Hendersonville Finance department researched and found that funds are only available to one entity in each county and Henderson County gets those funds, therefore; we are not eligible. The funds are used for the Spay & Neuter program through the Henderson County shelter in partnership with Blue Ridge Humane Society.
- B. Proposed Fee's, Licensing, Registration update from Benchmark cities** – Alexis looked at five counties in North Carolina (Mecklenburg, Hanover, Gaston, Buncombe & Union) that still do the licensing and registration program. They are charging \$10 for registering an animal, \$30 if they are not spayed/neutered and it's a once-a-year event. The goal of this would be to cut down on backyard breeding and the possibility of hoarding animals.

**Action Item #1** - Caroline asked Melissa to send the ASAC an email with this information from the five counties.

**Action Item #2** - Caroline will contemplate city council temperature to see who would or wouldn't be interested in a program with the caveat of who has an unaltered animal must have that animal registered.

**Action Item #3** - Caroline will ask Legal if we can ask if a citizen has an unaltered animal.

**Action Item #4** - Alexis will research if there is a Dangerous Dog Database and find out if citations aren't paid if those costs can be added to taxes.

**C. Review & Approve the New Appointee Orientation checklist** – Caroline will edit and bring back to the ASAC in June. The checklist will be used as a guide to help new members when appointed.

### **Agenda for June 20<sup>th</sup> Meeting**

- Report on Council Appointments to ASAC
- Hear back on Action Items from Caroline & Alexis – Legal, council temperature, regulating # of animals
- Review more detailed orientation checklist
  - City employee to do training
  - Quasi-Judicial Training
- Another survey – use the same survey that was used from beginning of ASAC

### **7. Adjournment**

There being no further business Robin Grainger made a motion to adjourn the meeting at 6:51pm.

Approved by: \_\_\_\_\_  
Caroline Gunther, Chair