NEW YORK STATE DEPARTMENT OF AGRICULTURE AND MARKETS
DIVISION OF ANIMAL INDUSTRY
10B AIRLINE DRIVE, ALBANY, NY 12235

MUNICIPAL SHELTER INSPECTION REPORT - DL-90

Rating: **Unsatisfactory30** Purpose: **Inspection**

DATE/TOA: **11/9/17 10:30 am**

CHARLENE AND ANTHONY SEGE/BACK TO BASICS DOG OBEDIENCE
BACK TO BASICS DOG OBEDIENCE
11954 STATE RT 28
FORESTPORT NY 13338

Inspector #: **64**
Inspector #: **50**

These are the findings of an inspection of your facility on the date(s) indicated above:

1. Shelter is structurally sound	No
One cage wires bent leaving a hole in fence.	
2. Housing area and equipment is sanitized regularly	Yes
3. Repairs are done when necessary	No
Cage must be repaired ASAP	
4. Dogs are handled safely	Yes
5. Adequate space is available for all dogs	Yes
6. Light is sufficient for observation	Yes
7. Ventilation is adequate	Yes
8. Drainage is adequate	Yes
9. Temperature extremes are avoided	Yes
10. Clean food and water is available and in ample amount	Yes
one open bag of dog food on floor not contained properly to prevent vermin and keep fresh	
11. Veterinary care is provided when necessary	Yes
12. Dogs are euthanized humanely, by authorized personnel	Yes
13. Complete intake and disposition records are maintained for all seized dogs	No
Incomplete records/missing information, missing impoundment fees and one adoption had an incomplete disposition	
14. Dogs transferred for purposes of adoption in compliance with Article 7	Yes
15. Redemption period is observed before adoption, euthanasia or transfer	No
Incomplete records does not allow proper inspection of redemption period	
16. Owners of identified dogs are properly notified	Yes
17. Redeemed dogs are licensed before release	Yes
18. Proper impoundment fees paid before dogs are released	No
missing fee for dog redemptions or inconsistent fees collected.	
19. Written contract or lease with municipality	Yes

Town - City - Village Information for Inspection:

TCV CODE	TCV NAME
2005	Town of Inlet
2118	Town of Webb
3020	Town of Trenton

REMARKS:

Shelter must be structurally sound at all times. repairs to shelter cages must be completed in order to properly house Article 7 dogs when necessary. All food must be contained properly to prevent vermin or moisture contaminants.

Records must be complete at the time of inspection this often is accomplished by communication between the municipal offices, the contracted shelter and the DCO.
According to Article 7 section 117.4 Dog Control, municipal shelters and municipalities may not waive Impoundment fees or charge less than the statutory rates for impoundment fees unless a local ordinance has been written. All dogs which are seized/ picked up for Article 7 reasons a disposition report must be filled out and an impoundment fee collected even if returning the dog to the owner. All impound fees collected must be recorded somewhere with the disposition reports in order to determine this at the time of inspection. The shelter cannot release an "Article 7" dog unless the owner shows proof of current license and identification and proof that the impoundment fee has been paid. According to Article 7 Section 113.4 and 113.5All records must reflect this information has been verified and be included in the disposition report.
Statutory rates for Impoundment fees are as follows and may not be less than $10 for the first impoundment, $20 for the 2nd and first 24 hours, then +$3 per day or $30 for 3rd and first 24 hours, then +$3 per day, unless there is a written local ordinance stating a specific circumstance.
These fees/ count against the owner not the dog. Therefore, if an owner redeems his 2 dogs that would be considered a first and a second offense.

If you have any questions regarding impoundment fees, please feel free to give me a call at 315-399-9187 or email me at emily.cacchione@agriculture.ny.gov <mailto: emily.cacchione@agriculture.ny.gov>

REPRESENTATIVE PRESENT FOR INSPECTION: **Charlene Sege**
TITLE: **Shelter manager**

REVIEWED BY: **Inspector #: 14**
REVIEWED DATE: **11/22/2017**