

MUNICIPAL SHELTER INSPECTION REPORT - DL-90

Rating: **Unsatisfactory30**

Purpose: **Inspection**

DATE/TOA: **1/22/18 11:00 am**

**SPCA OF JEFFERSON COUNTY
 25056 WATER ST
 WATERTOWN NY 13601**

Inspector #: **64**

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

- | | |
|---|-----|
| 1. Shelter is structurally sound | Yes |
| 2. Housing area and equipment is sanitized regularly | Yes |
| 3. Repairs are done when necessary | Yes |
| 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 |
| 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 |
| <i>Incomplete records/missing some information on disposition reports</i> | |
| 14. Dogs transferred for purposes of adoption in compliance with Article 7 | Yes |
| 15. Redemption period is observed before adoption, euthanasia or transfer | Yes |
| 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 |
| <i>2 records had missing fees/or fees not collected</i> | |
| 19. Written contract or lease with municipality | Yes |
| <i>in process of contract renewal</i> | |

 Town - City - Village Information for Inspection:

TCV CODE	TCV NAME
2204	Town of Brownville
2205	Town of Cape Vincent
2207	Town of Clayton
2213	Town of Lyme

REMARKS:

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 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 113.5 All 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.

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

REPRESENTATIVE PRESENT FOR INSPECTION: **Heather Spezzano**
 TITLE: **Executive Director**

REVIEWED BY: **Inspector #: 14**
 REVIEWED DATE: **01/29/2018**