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: **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
Incomplete records/missing some information on disposition reports	
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
2 records had missing fees/or fees not collected	
19. Written contract or lease with municipality	Yes
in process of contract renewal	

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 113.5All 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.

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**