

Anderson County Animal Advisory Committee

Anderson County Courthouse, Room 118A

May 26, 2026, 4:00 PM

MINUTES

Members Present: Commissioner Anthony Allen, Les Hunt, Steven Phillips

Ex-Officio Members Present: Mayor Terry Frank, Director Damon McKenna, Law Director Jamie Brooks, County Veterinarian Dr. Mark Garrett

Members Absent: Commissioner Sabra Beauchamp, Commissioner Tracy Wandell

Others present: Harry Varnis, Kim Dixon, Luann Keller, Rosemary Darden, Donna Hejtmanek, Lauren Biloski, Neil Phillips

Call to Order. Chairman Allen called the meeting to order at 4:02 p.m.

Prayer/Pledge of Allegiance. S. Phillips offered Prayer, and L. Hunt led the Pledge.

Approval of Agenda. Motion by S. Phillips and second by L. Hunt to approve amending the meeting agenda to add two items to the agenda. Motion carried.

Approval of Minutes. Motion by S. Beauchamp and second by T. Wandell to approve the minutes of the Committee's organizational meeting. Motion carried.

Appearance of Citizens. Donna Hejtmanek, Lauren Biloski

Chairman Allen stated that these meetings will follow the County Commission's rules for citizen involvement, and only committee members can request that items be added to agendas.

L. Hunt moved to reopen the Appearance of Citizens period; second by S. Phillips.

Appearance of Citizens. Kim Dixon, Lauren Biloski, Harry Varnis

Mayor's Report.

- Play area completed at current shelter location: Thank you to Matt Childress, Other Buildings & Grounds; and Gary Long, Highway Superintendent. Looking at options to provide shade in the new play area.
- Shelter Evaluation: Purchase Order is in place. Contract is currently under legal review by the county law director. Upon legal approval, work is anticipated to start June 1, 2026. If the contract requires Commission approval, July 1st.
- Mayor Frank has a meeting on May 27, 2026, with a prospective 501c3 candidate for committee appointment.

- Director McKenna updated the committee on staff training that has been completed or is underway.
- Exploring other options to improve/change the animal control website.

Items Requested by Commissioner Wandell to be added to the Agenda.

- Vetting for intake of cats and dogs. What are the procedures and tests done upon intake?
- Are the shelter staff providing the needed vaccines as well?
- For cats: FIV/FelV Testing
- For dogs and cats: Fecal Testing, Heartworm Test

Director McKenna will provide the shelter's protocols at the next meeting.

Animal Shelter Report. An on-site meeting was held with the county, the architect and contractor last week.

New Business. Discussion about reopening meetings to comments from citizens after committee business has been completed. Law Director Brooks said the Appearance of Citizens period can be moved to the end of the Agenda, but the period is a time for comments, not questions and answers discussion between citizens and committee members.

S. Phillips made a motion to move the Appearance of Citizens to the end of Agendas. No second. S. Phillips amended his motion to add the matter to the Agenda for discussion at the next meeting. Second by L. Hunt. Motion carried.

Unfinished Business. Mayor Frank stated she had a good meeting and discussion today with Ashley Craven.

Law Director Brooks reminded the committee members of the need to approve the minutes of the April 28th meeting. S. Phillips moved to approve the April 28th meeting minutes. Second by L. Hunt. Motion carried.

Next Meeting. Tuesday, June 23 at 4 p.m.

Adjourn. There being no other business before the Committee, the meeting was adjourned without objection, at 4:40 p.m.