



11333 N. Cedarburg Road  
Mequon, WI 53092-1930  
Phone: 262/236-2914  
Fax: 262/242-9655

[www.ci.mequon.wi.us](http://www.ci.mequon.wi.us)

Office of the City Administrator

**PUBLIC WELFARE COMMITTEE  
MEETING MINUTES  
July 21, 2015**

**PRESENT:** Aldermen Gierl, Mayr, Strzelczyk (5:39 pm)

**ALSO PRESENT:** Mayor Abendroth, City Administrator Jones, Police Chief Graff, Tom Isaac-Wildlife Biologist, State of Wisconsin Department of Natural Resources, Executive Assistant Prosser

The meeting was called to order by Chairman Mayr at 5:30 PM

**Approval of June 23, and July 14, 2015 meeting minutes**

Alderman Gierl pointed out a vote was taken at the June 23, 2015 meeting to obtain a nuisance permit and requested the minutes reflect the vote.

**Action:** Motion to approve meeting minutes of June 23 and July 14, 2015 with amendment to the June 23, 2015 minutes as requested. (Gierl/Mayr)

**Result:** Motion passed by voice acclamation.

**Workshop meeting to discuss and review additional terms and provisions related to the Coyote Nuisance Management Policy and Response Plan and associated WI-DNR Nuisance Permit**

City Administrator Jones was present at the meeting to assist the Committee through the remaining concerns associated with the Coyote Nuisance Management Policy and Response Plan. Mr. Jones pointed out Police Chief Graff and Tom Isaac from the Wisconsin Department of Natural Resources are in attendance and available to answer questions of the Committee. City Administrator Jones reviewed the four main topics of discussion; the policy document and response plan, the nuisance permit, draft contractor specifications and correspondence received from the Humane Society of the United States.

*Policy Document and Response Plan*

City Administrator Jones stated at the Committee's last meeting a discussion was held in regard to what constitutes a verified pet attack with respect to level four. The Committee agreed to define a verified pet attack as; attended pet on property, on-leash or off-leash, or an attended pet off property, on-leash. The Committee agreed on the following requirements to verify a pet attack; an incident report must be completed, photos of the attack must be provided, and verification from a veterinarian of the attack must be submitted in order for the city to contact a contractor. Mr. Jones stated staff will look to incorporate the required steps needed to verify a pet attack as a separate companion document. Staff will add education as an action item at Level 4 and Level 5 of the coyote response plan.

*Review of Common Council feedback*

Mayor Abendroth was present to review Council feedback with regard to the nuisance permit and provided input on how the cost of the permit should be calculated. Mayor Abendroth pointed out adjacent property owners should receive notification when a nuisance permit is issued.

### *Nuisance Permit*

City Administrator Jones reviewed staff's proposed provisions to the nuisance permit. The provisions included a one year term, the City of Mequon would be the primary permit holder, up to four additional permits could be assigned to residents or contractors, no minimum acreage required.

Alderman Mayr suggested changing the assignability to two active permits at any one time.

City Administrator Jones stated the provisions of the nuisance permit will provide protocols for city staff to follow once a nuisance permit from the Department of Natural Resources has been issued to the city. Mr. Jones pointed out the city would maintain the master permit which would allow the city to deploy a contractor.

The Committee made changes to the proposed nuisance permit provisions under requirements as follows:

- Sub-licensee to notify all *adjacent* property owners within approved site prior to issuance
- Permit expires 14 days from issuance *or until a coyote(s) is/are dispatched.*

**Action:** Motion to add to eligibility requirements for residents; a copy of hunter safety certificate or a concealed carry permit or an honorable discharge from the military. (Strzelczyk)

**Result:** Motion failed.

Police Chief Graf inquired whether a fee has been established for the permit. City Administrator Jones stated the cost of the permit fee has not yet been determined.

### *Contractor Specifications*

The Committee received city contractor specifications recommended by staff to assist with developing a request for proposal document. The contractor specifications covered the areas of; legal (licensed, bonded, insured, background check), experience, and methodology of tracking, availability in a short time frame and cost.

Alderman Strzelczyk stated public safety is a big concern and should be made clear in the request for proposal. Alderman Mayr asked the Committee to send additional feedback regarding contractor specifications to staff.

City Administrator Jones stated the next step would be for staff to bring the final documents, based on the Committee's feedback, and a resolution to the Committee's next meeting on August 11<sup>th</sup> for recommendation to Council for approval. Mr. Jones noted per the Committee's discussion, staff will provide a permit fee based on actual out-of-pocket costs associated with the program.

### *Humane Society of the United States Correspondence*

City Administrator Jones stated some of the information from the Humane Society's correspondence could be included within the city's education, specifically coyote behavior. Alderman Strzelczyk requested information discouraging the feeding of animals to be included in the education portion of the city's Coyote Management and Response Plan Policy.

### **Adjourn**

**Action:** Motion to adjourn the meeting (Gierl/Strzelczyk)

**Result:** Motion passed by voice acclamation. Meeting adjourned at 6:59 PM

Respectfully submitted,

Lina Prosser, Executive Assistant

CITY OF MEQUON PUBLIC WELFARE COMMITTEE