



**KENDALL COUNTY**  
ANIMAL CONTROL

**Wednesday, September 27, 2017 at 8:30AM**  
**Historic Courthouse, East Wing Conference Room**  
**109 W. Ridge Street, Yorkville, IL**

**MEETING MINUTES**

**Call to Order** – The meeting was called to order by Committee Chair Elizabeth Flowers at 8:30a.m.

**Roll Call**

Committee Members Present: Matt Kellogg - yes, Lynn Cullick - here, Elizabeth Flowers – present, John Purcell – here. **With four members present, a quorum was established to conduct committee business.**

Others present: Scott Koeppel, Laura Pawson, Dr. Gary Schlapp

*Member Prochaska arrived at 8:44a.m.*

*Laura Pawson arrived at 8:38a.m.*

**Approval of Agenda** – Motion made by Member Cullick to approve the agenda, second by Member Kellogg. **With four in agreement, the motion carried.**

**Approval of Minutes** – Member Cullick made a motion to approve the June 28, 2017 meeting minutes, second by Member Kellogg. **With four in agreement, the motion carried.**

**Monthly Report** – Laura Pawson reviewed the census report with the committee. Written reports provided.

**Available Dogs for Adoption:** 6

**Available Cats for Adoption:** 5 (9 cats, 5 kittens)

**Bite Report** – Total: 21 (1cat, 20 dogs)

**Visitors viewing animals for August** - 63

**Events/News**

October 14, 2017 – Pet Supplies Plus Adoption Event  
October 17, 2017 – Volunteer Orientation  
Weekly “Pet of the Week” ad in Shaw Media Newspapers  
Monthly adoption appearance on WSPY Television

**Operations Report** – Ms. Pawson reported she is again short-staffed, and in the process of posting the positions, and interviewing.

**Accounting Report** – Mr. Koepfel reviewed the financial statements, fund balance report, vouchers paid, and the statement of revenues and expenditures. Written report provided

### **Old Business**

*Discussion on Animal Control Radios* – Scott Koepfel updated the committee on the request by the Animal Control Director for staff to carry radios when going out on calls, the fees associated with having radios go through KenCom, recommendations from the KenCom Director to simply use cell phones in case of an emergency. **There was consensus by the committee that Animal Control personnel would use cell phones for reporting locations, calling 911 for assistance, etc.**

*Discussion of Animal Control Trailer* – Mr. Koepfel stated that the contract expired in June 2017. Discussion on the purchase of the trailer versus the continued leasing of the trailer, at \$252.45 per month, or \$3,029.40 annually.

Member Purcell made a motion to proceed with a month-to-month lease with Acton Mobile for the trailer, without legal review, second by Member Cullick. **With five members in agreement, the motion carried.**

*Discussion of the Dog Running at Large Ordinance* – Director Pawson reviewed the current Kendall County ordinance, the State regulations regarding the issue, and her recommendations for changes to the County Ordinance. Discussion on fines for dog bites, safety fees, mandatory and/or proof of micro-chipping, frequent or repeat offenders, and different fine levels. **There was consensus by the committee to have Sheriff's Deputy Lawson attend the October meeting for further discussion.**

### **New Business**

*Approval of Refund of Adoption fee of \$120* – Director Pawson reported that the issue has been resolved, and the couple used the voucher for the adoption of another dog this week.

*Official Animal Control Facebook Page* – Discussion on the need for an official Facebook page, what should be available on the page, and the necessity for daily monitoring. **The committee instructed Mr. Koepfel and Ms. Pawson to research this issue and update the committee at the next meeting.**

**Executive Session** – Not needed

### **Action Items for the County Board**

*Approval of the continued month-to-month lease from Acton Mobile of the trailer in the amount of \$252.45 per month from line item #3402-000-6650*

**Public Comment** – None

**Adjournment** – Member Kellogg made a motion to adjourn the meeting, second to the motion by Member Cullick. **With all in agreement, the meeting was adjourned at 9:47a.m.**

Respectfully Submitted,

Valarie McClain  
Administrative Assistant & Recording Clerk