



MEETING MINUTES FOR WEDNESDAY, January 22, 2020

Call to Order – The meeting was called to order by Committee Chair Amy Cesich at 8:30 a.m.

Roll Call

Attendee	Status	Arrived	Left Meeting
Amy Cesich	Present		
Elizabeth Flowers	Present		
Scott Gengler	Here		
Matthew Prochaska	Here		
Robyn Vickers	Here		

With five members present, a quorum was established to conduct committee business.

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

Approval of Agenda – Motion made by Member Vickers, second by Member Prochaska to approve the agenda. **With four members in agreement, the motion carried by a vote of 5-0.**

Approval of Minutes – Motion made by Member Vickers to approve the minutes from November 27, 2019, second by Member Flowers. **With five members in agreement, the minutes were approved by a 5-0 vote.**

Monthly Reports

- **Census Log** – Laura Pawson reviewed the census log with the committee.
 Dogs Available for Adoption: 4
 Cats Available for Adoption: 1
- **Bite Report** – Ms. Pawson reviewed the Bite Report. The report indicated there were 10 bites for the month of November and 21 bites for the month of December. Written report provided.
- **Operations Report** – No report

Upcoming Events and Media:

- Volunteer Orientation: Tuesday, January 28, 2020 from 6:00-7:30p.m.
- Oswego Police Officer with featured Pet video done every other Wednesday of the month
- Yorkville Police Officer with featured Pet video done every other Wednesday of the month
- Record Newspaper Pet of the Week Ad – “Decoy” – older Pitbull

- **Accounting Report** – Mr. Koepfel stated the reports from the treasurer’s office are not available yet. They will be emailed to the committee as soon as they become available.

Old Business

- *Discussion of the Purchase of the Animal Control Trailer* – Mr. Koepfel is working with Williams Scotsman to get a better price to purchase the trailer from the previous amount of \$4,800.00. Mr. Koepfel stated the Sheriff is still interested in the purchase of the trailer when Animal Control no longer has use for it. Mr. Koepfel recommended to bring this to the Finance Committee to decide the details of the purchase. Consensus of the Committee is for Mr. Koepfel to proceed with placing the issue on the Finance agenda.
- *Discussion of 2020 Capital Projects* – Mr. Koepfel stated the 2020 Capital Budget has \$190,000.00 in the fund for building improvements. Ms. Pawson stated that a new van will be needed in the future. Mr. Smiley submitted to the Committee an actual cost breakdown of the Animal Control building renovation project. Total excluding the HVAC system totaled: \$91,323.00. Pricing from the electrician was received, Mr. Smiley will talk to other electricians to see if the amount can be reduced further. Mr. Smiley estimates the HVAC system cost less than the original bid, but if they come in at the same cost the project will come in around \$200,000.00.
- *Discussion of Feral Cat Program* – Ms. Pawson presented to the committee what other counties operations are. Ms. Pawson will set a meeting with Mr. Koepfel and Remco about a possible partnership and bring the findings for committee discussion to the February Animal Control meeting.
- *Building Renovation Update from Facilities* –Mr. Smiley stated the window frames and windows have been ordered. Mr. Smiley stated the Invitation to Bid (ITB) for the HVAC systems are ready for release. Mr. Smiley will advertise locally with the ad to run this week. A mandatory walk through will be on February 6, 2020 and bids will be February 20, 2020. Mr. Smiley will present the results at the February 27, 2020 meeting. Mr. Smiley projects the project to start approximately March 16th with a possible completion date of late summer.
- *Discussion of Rabies Tags for Cats* – Member Cesich requested Ms. Pawson gather information from other counties on revenues received from their tags for cats. Ms. Pawson presented this information to the committee and will use this information later this year to see how Kendall is comparing to the other counties.

New Business – None

Executive Session – Not needed

Action Items for the County Board – None

Action Items for the Committee of the Whole – None

Questions from the Media – None

Public Comment – None

Adjournment – Member Flowers made a motion to adjourn the meeting, second by Member Vickers. **With five members present in agreement, the meeting was adjourned at 9:22a.m.**

Respectfully Submitted,

Christina Wald
Administrative Assistant