

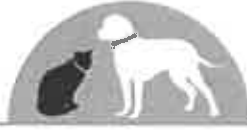
KENDALL COUNTY

ANIMAL CONTROL

**Kendall County Office Building
111 W. Fox Street, Room 210, Yorkville IL
Wednesday, October 23, 2019 – 8:30a.m.
A G E N D A**

- 1. Call to Order**
- 2. Roll Call:** Amy Cesich (Chair), Robyn Vickers (Vice Chair), Elizabeth Flowers, Scott Gengler, Matthew Prochaska
- 3. Approval of Agenda**
- 4. Approval of Minutes from September 24, 2019**
- 5. Monthly Reports**
 - Census Log
 - Bite Report
 - Operations Report
 - Accounting Report
- 6. Old Business**
 - *Animal Control Building Project Update*
- 7. New Business**
 - *Discussion and Approval of Updated Animal Control Fees Ordinance*
 - *Discussion of Senior Citizen Discount for Dog and Cat Rabies Tags*
- 8. Public Comment**
- 9. Executive Session for the purpose of the review of discussion of minutes of meetings lawfully closed under the Open Meetings Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06, 5ILCS 120-2/21**
- 10. Action Items for County Board**
- 11. Adjournment**

If special accommodations or arrangements are needed to attend this County meeting, please contact the Administration Department at 630-553-4171, a minimum of 24-hours prior to the meeting time



KENDALL COUNTY ANIMAL CONTROL

MEETING MINUTES FOR TUESDAY, SEPTEMBER 24, 2019

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

Roll Call

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

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

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

Approval of Agenda – Motion made by Member Prochaska second by Member Gengler to approve the agenda. **With four members in agreement, the motion carried by a vote of 4-0.**

Approval of Minutes – Motion made by Member Prochaska to approve the minutes from August 28, 2019, second by Member Vickers. **With four members in agreement, the minutes were approved by a 4-0 vote.**

Monthly Reports

- **Census Log** – Laura Pawson reviewed the census log with the committee.
Dogs Available for Adoption: 3
Cats Available for Adoption: 5 (4 cats, 1 kitten)
- **Bite Report** – Laura Pawson reviewed the Bite Report with the committee, stating there were 24 (22 dog bites, and 2 cat bites) for the month of August. Written report provided.
- **Operations Report** – Ms. Pawson reported the addition of the Inmates Work Detail on Wednesday mornings assisting with cleaning and upkeep is going well. They continue to produce marketing/adoption videos of Animal Control animals with Oswego and Yorkville Law Enforcement personnel, posted on social media. They are working with a full staff and getting use to the new software program.
- **Accounting Report** – Written report provided. Mr. Koeppel reviewed the fund balance and the capital budget with the committee.

Old Business – Jim Smiley provided an update on the bids for the facility improvements, which were much higher than expected. Discussion on going out for new bids, what work could be done by Facilities personnel, the cost of improvements, and the top facility projects they would like to have done, with additional windows, new HVAC system, new doors, removal of ceiling tiles in the kennel area, painting, and a private Director’s Office topped the list of priorities.

New Business

- *Discussion of Public Act 101-0299 Rabies Inoculation of Cats LINK* – Ms. Pawson stated that the act will now require inoculation of cats four months and older, and possible microchipping, and registering beginning in January 2020. Discussion on personnel needed for the additional work, and the current County Ordinances. **There was consensus by the Committee to have County Administrator Koeppel work with Ms. Pawson on drafting an ordinance that includes cats, for review at the October meeting, and then if approved by Committee to go to the County Board for final approval in November.**

- *Discussion of Low Cost Rabies Vaccine and Microchip Events* – **Item tabled to the October meeting**

- *Approval to attach the Animal Control Incident Checklist to the Standard Operating Procedure (S.O.P.) under section XV* – Ms. Pawson explained her reasoning for the addition of the checklist to the SOP. Motion made by Member Vickers, second by Member Prochaska to approve the addition of the checklist. **With four members present voting aye, the motion carried.**

- *Approval to add Voluntary Witness Statement to forms Checklist to the Standard Operating Procedure under section XV* – Ms. Pawson presented the witness statement to the committee for review. Member Gengler made a motion to approve the addition of the Witness Statement to the S.O.P., second by Member Vickers. **With four members present voting yes, the motion carried.**

Executive Session – Not needed

Action Items for the County Board – None

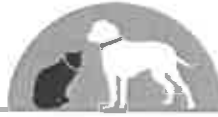
Action Items for the Committee of the Whole – None

Questions from the Media – None

Public Comment – None

Adjournment – Member Vickers made a motion to adjourn the meeting, second by Member Prochaska. **With four members present in agreement, the meeting was adjourned at 9:34a.m.**

Respectfully Submitted,
Valarie McClain
Administrative Assistant & Recording Clerk



**KENDALL COUNTY
ANIMAL CONTROL**

October 21, 2019

Kendall County Animal Control Census

September 2019 Dog

Dog Intakes: 21

Dogs Adopted: 4

Reclaimed: 15

Transferred: 3

Euthanized: 1 (9/9/19 Jack, Pit Bull Terrier mix, reason: behavior)

September 2019 Cats

Cat Intakes: 7

Cats Adopted: 7

Cats Reclaimed: 1

Transferred: 0

Euthanized: 1 (9/22/19 Pine, 7 week old orange kitten due to failing health)

October 2019 Month to Date

Dog Intakes: 15

Dogs Adopted: 3

Reclaimed: 10

Transferred to Rescue: 0

Euthanized: 0

Total Available Dogs: 3

Total Unavailable Dogs: 7

Cat Intakes: 1

Cats Adopted: 2

Cats Reclaimed: 1

Transferred to Rescue: 1

Euthanized: 0

Total Available Cats: 6 (5 cats, 1 kitten)

Total Unavailable Cats: 1

UPCOMING EVENTS AND MEDIA:

Volunteer Orientation: Tuesday, October 29, 2019 6pm-7:30

Oswego Police-Featured Pet with Officer Video held every other Wednesday or the month

Yorkville Police Department- Featured Pet with Officer Video held every other Wednesday of the month

Record Newspaper – Pet of the week: Candy, American Pit Bull Terrier



KENDALL COUNTY
ANIMAL CONTROL

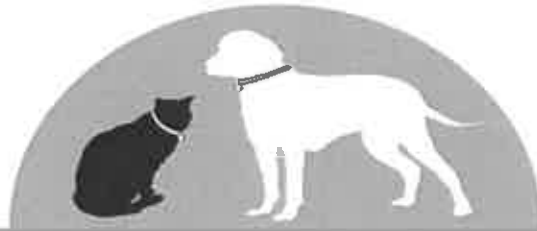
SEPTEMBER 2019

ANIMAL BITES TO HUMANS REPORTED TO KCAC

DATE	OWNER	BITING ANIMAL	PERSON BITTEN
9/1/19	OWNER	"COOPER" COLLIE MIX (UTD/ALTERED)	OTHER
9/1/19	OWNER	"ROXY" GERMAN SHEPHERD MIX (NOT UTD/ALTERED)	OTHER
9/4/19	OWNER	"LUCKY" AUSTRALIAN CATTLE DOG (UTD/ALTERED)	OTHER
9/9/19	OWNER	"BUDDY" GERMAN SHEPHERD (UTD/ALTERED)	OTHER
9/5/19	OWNER	"BLUE" PITBULL MIX (UTD/ALTERED)	OTHER
9/5/19	OWNER	"LEO" DOMESTIC LH (NOT UTD/ALTERED)	OTHER
9/1/19	OWNER	"OLIVIA" MAINE COON (NOT UTD/ALTERED)	OWNER
9/12/19	OWNER	"WILLOW" HUSKY (UTD/ALTERED)	OTHER
9/13/19	OWNER	"SCAR" GERMAN SHEPHERD (UTD/UNALTERED)	OTHER
9/18/19	OWNER	"DOLCE" CHIHUAHUA (UTD/ALTERED)	OTHER
9/17/19	OWNER	"NALA" PIT BULL (UTD/ALTERED)	OWNER
9/17/19	OWNER	"KIMBER" PIT BULL (UTD/ALTERED)	OWNER
9/17/19	OWNER	"TIGER" PIT BULL (NOT UTD/UNALTERED)	OTHER
9/18/19	OWNER	"BLUE" GREAT DANE MIX (UTD/ALTERED)	OTHER
9/19/19	OWNER	"ROCKO" PIT BULL MIX (NOT UTD/UNALTERED)	OTHER
9/21/19	OWNER	"BENJAMIN" SHIH TZU MIX (NOT UTD/UNALTERED)	OTHER
9/29/19	OWNER	"LOUIE" CHIHUAHUA MIX (UTD/ALTERED)	OTHER
9/30/19	OWNER	"KOA" GERMAN SHEPHERD (UTD/ALTERED)	OTHER
9/30/19	OWNER	"KOA" GERMAN SHEPHERD (UTD/ALTERED)	OTHER

PIT BULL TERRIER	3
GERMAN SHEPHERD MIX	1
GREAT DANE MIX	1
COLLIE MIX	1
PIT BULL MIX	2
GERMAN SHEPHERD	4
CHIHUAHUA	1
SHIH TZU/MIX	1
HUSKY	1
CHIHUAHUA MIX	1
AUSTRALIAN CATTLE	1
CATS	2

Total: 19



KENDALL COUNTY
ANIMAL CONTROL

Financial Statements FY19
September 2019

KENDALL COUNTY ANIMAL CONTROL
Statement of Revenues And Expenditures
9/30/2019

	CURRENT YEAR				PRIOR YEAR	VARIANCE
	FY19 Budget	September Actual	YTD Actual	YTD Percent of Budget	9/30/18 YTD	FY19 YTD v. FY18 YTD
Animal Control Fund #350						
REVENUE						
Rabies Tags Sold	\$ 195,000	\$ 19,900	\$ 187,710	96.3%	\$ 175,355	\$ 12,355
Fines & Fees (Total)	28,000	4,027	14,247	50.9%	21,827	(7,580)
Donations	5,000	422	6,709	134.2%	2,846	3,863
Intact Registration Fee	10,000	1,630	10,495	105.0%	8,120	2,375
Transfer In From State Fund		12,375	12,375			
Miscellaneous	300		-		50	(50)
Total Revenue	\$ 238,300	\$ 38,354	\$ 231,536	97.2%	\$ 208,198	\$ 10,963
EXPENDITURE						
Salary - Animal Control Warden	\$ 50,219	\$ 3,863	\$ 40,543	80.7%	\$ 39,766	\$ 777
Salary - Assistant Warden	30,597		260	0.9%	24,226	(23,966)
Salary - Other	56,082	7,928	42,240	72.7%	38,899	3,341
Salary - Administrator	6,500	500	5,250	80.8%	5,250	
Overtime	1,500					
Supplies	1,500	8	1,092	72.8%	1,381	(289)
Postage	1,400	247	1,015	72.5%	1,242	(227)
Training	1,500	621	1,377	91.8%	1,701	(324)
Telephone & Pager	250	10	113	45.2%	128	(15)
Equipment	3,500		1,556	44.4%	1,390	166
Vehicle Expense & Gasoline	2,200		1,803	82.0%	614	1,189
Uniforms	750	119	501	66.9%		501
Volunteers/Public Relations	1,000		123	12.3%	428	(305)
Neuter/Spay Fees			-			
Rabies Tags	2,500		2,008	80.3%	181	1,827
Transportation, Board & Care	10,000	305	15,010	150.1%	5,101	9,909
Kennel Improvements		12	1,056			1,056
Observation/Disposal	500		175	35.0%	270	(95)
Microchips	2,000		928	46.4%	1,326	(398)
Capital Expenditures	2,500		820	32.8%	1,485	(665)
Total Operating Expenditure	\$ 176,508	\$ 13,613	\$ 115,869	65.7%	\$ 123,386	\$ (7,519)
TRANSFERS OUT						
Transfer to General Fund	\$ 60,078	\$ 1,163	\$ 8,932	14.9%	\$ 22,551	\$ (13,619)
Transfer to IMRF Fund	11,000	918	6,346	57.7%	9,513	(3,167)
Transfer to Building Fund	10,000					
Transfer to SS Fund	11,000	929	6,423	58.4%	7,879	(1,256)
Total Transfers Out	\$ 92,078	\$ 3,010	\$ 21,701	23.6%	\$ 39,743	\$ (18,042)
Total Expenditure & Transfers Out	\$ 268,586	\$ 16,622	\$ 137,571	51.2%	\$ 163,131	\$ (25,560)
Total Revenue Over/(Under) Expenditure	\$ (30,286)	\$ 21,732	\$ 93,965		\$ 45,067	\$ 48,898

**KENDALL COUNTY ANIMAL CONTROL FUND #350
FUND (CASH) BALANCE
FY 2019**

MONTH	FY19 Monthly REVENUE OVER/(UNDER) EXPENSES	FY19 FUND (CASH) BALANCE	FY18 Monthly REVENUE OVER/(UNDER) EXPENSES	FY18 FUND (CASH) BALANCE
Beginning Fund (Cash) Balance		\$ 185,793		\$ 185,196
December-18	\$ (2,924)	182,869	\$ 917	186,113
January-19	4,778	187,647	26,202	212,314
February-19	19,759	207,406	(5,972)	206,342
March-19	12,025	219,431	(7,556)	198,787
April-19	12,388	231,819	12,308	211,095
May-19	(1,311)	230,508	3,894	214,989
June-19	11,082	241,590	(2,039)	212,950
July-19	6,655	248,245	11,406	224,356
August-19	9,781	258,026	8,422	232,779
September-19	21,732	279,758	(2,515)	230,263
October-19		279,758	10,768	241,031
November-19		279,758	(55,238)	185,793
Fund (Cash)	\$ 93,965		\$ 597	
YTD Fund Balance		\$ 279,758		\$ 185,793

**KENDALL COUNTY ANIMAL CONTROL FUND #350
VOUCHERS PAID
September-2019**

LINE ITEM	VENDOR	DESCRIPTION	AMOUNT
3502-000-6200	SUPPLIES		
	First National Bank of Omaha	Office Supples	\$ 8.00
			\$ 8.00
3502-000-6201	POSTAGE		
	Postage	July 2019	149.07
	Postage	August 2019	98.31
			247.38
3502-000-6206	TRAINING		
	Reclassification	Training	26.00
	First National Bank of Omaha	Training	595.00
			621.00
3502-000-6207	TELEPHONE & PAGER		
	Sprint	Telephone & Pager	10.12
			10.12
3502-000-6369	UNIFORMS		
	First National Bank of Omaha	Uniforms	118.63
			118.63
3502-000-6897	TRANSPORTATION, BOARD & CARE		
	Countryside Veterinary Clinic	Transportation, Board & Care	20.00
	Countryside Veterinary Clinic	Transportation, Board & Care	284.84
			304.84
3502-000-6898	KENNEL IMPROVEMENTS		
	First National Bank of Omaha	Equipment	11.79
			11.79
TOTAL			\$ 1,321.76

KENDALL COUNTY ANIMAL CONTROL
Statement of Revenues And Expenditures
9/30/2019

Animal Control Capital Fund #340

	FY19 Budget	September Actual	YTD Actual	YTD Percent of Budget	Fund Balance	
Beginning Balance	\$ 142,293		\$ 142,293		FY10	\$70,000
					FY11	87,789
Revenue					FY12	41,082
Other Revenue	-				FY13	48,762
Total Revenue	-				FY14	51,861
					FY15	89,276
Expenditure					FY16	125,571
Expense - Building Improvements	70,000	359	37,231	53.2%	FY17	134,712
Capital Expenditure			386		FY18	142,293
Total Expenditure	70,000	359	37,617	53.7%	FY19	104,676
Transfers In						
Transfers In - from Animal Control Fund	10,000					
Total Transfers In	10,000	-	-			
Ending Balance	\$ 82,293	\$ (359)	\$ 104,676			

Animal Medical Care Fund #341

	FY19 Budget	September Actual	YTD Actual	YTD Percent of Budget	Fund Balance	
Beginning Balance	\$ 26,165		\$ 26,165		FY13	\$250
					FY14	21,935
Revenue					FY15	33,497
Donations & Receipts	1,000			0.0%	FY16	32,810
Total Revenue	1,000	-	-	0.0%	FY17	32,325
					FY18	26,165
Expenditure					FY19	20,994
Animal Medical Care Expenses	3,000	892	4,753	158.4%		
Heartworm Testing	500	22	308	61.6%		
FeLuk/FIV Testing	750		110	14.7%		
Total Expenditure	4,250	914	5,171	121.7%		
Ending Balance	\$ 22,915	\$ (914)	\$ 20,994			

KENDALL COUNTY ANIMAL CONTROL
Statement of Revenues And Expenditures
9/30/2019

State Pet Population Control Fund #860

	FY19 Budget	September Actual	YTD Actual	YTD Percent of Budget	Fund Balance
Beginning Balance	\$ 12,375		\$ 12,375		FY10 \$915 FY11 780 FY12 1,980 FY13 110 FY14 5,865 FY15 7,990 FY16 9,830 FY17 11,315 FY18 12,375 FY19 -
Revenue					
Dogs Running at Large Fee	1,500			0.0%	
Dangerous Dog Fee					
Vicious Dog Fee					
Impoundment					
Dog Bites					
Total Revenue	1,500	-	-	0.0%	
Expenditure					
Transfer to County Animal Population Control Fund	12,375				
Transfer to Animal Control Fund			12,375		
Remittance to State of IL	-				
Total Expenditure	12,375	-	12,375		
Ending Balance	\$ 1,500	\$ -	\$ -		

Animal Population Control Fund #870

	FY19 Budget	September Actual	YTD Actual	YTD Percent of Budget	Fund Balance
Beginning Balance	\$ 108,859		\$ 108,859		FY10 \$29,314 FY11 46,246 FY12 60,939 FY13 64,358 FY14 71,549 FY15 83,094 FY16 97,935 FY17 106,508 FY18 108,859 FY19 116,094
Revenue					
Fees	12,000	2,050	12,480	104.0%	
Total Revenue	12,000	2,050	12,480	104.0%	
Expenditure					
Spay/Neuter Adopted Dogs/Cats	4,500	648	4,055	90.1%	
Spay/Neuter Targeted Dogs/Cats	5,000	165	1,190	23.8%	
Total Expenditure	9,500	813	5,245	55.2%	
Transfers In					
Transfer from State Pet Population Control Fund	12,375				
Total Transfers In	12,375	-	-		
Ending Balance	\$ 123,734	\$ 1,237	\$ 116,094		

County of Kendall, Illinois
ORDINANCE 2019-_____

KENDALL COUNTY ANIMAL CONTROL FEES ORDINANCE

WHEREAS Kendall County has the authority to regulate animals and the possession thereof within the County limits. 510 ILCS 5/24, and

WHEREAS in 2019 the General Assembly amended 510 ILCS 5/8 to include, "A veterinarian who inoculates a cat that is a companion animal shall issue an inoculation certificate to the owner which shall comply with any registration requirements adopted by the county under Section 3 of this Act. The owner shall pay any fee imposed by the county under Section 3 of this Act."; and

WHEREAS the Kendall County Board acknowledges that senior citizens often live on a fixed income; and

WHEREAS that authority includes the ability to establish fees to support the requirements established by the County and the services provided by the County. *See* 55 ILCS 5/5-1005; 510 ILCS 5/7; 510 ILCS 5/8; 510 ILCS 5/10; and

NOW, THEREFORE, BE IT ORDAINED by the County Board of the County of Kendall, State of Illinois that hereafter the following animal control fees are established in Kendall County and shall be collected by the Kendall County Animal Control Department. These fees will then be remitted to the Kendall County Treasurer in accordance with section 7 of the Illinois Animal Control Act (510 ILCS 5/7), unless required otherwise by applicable state statute or regulation.

Section 1: Rabies Tags. The following fees shall be imposed on all individuals obtaining rabies vaccination tags for dogs, and starting January 1st 2020 cats that are companion animals from the Kendall County Animal Control Department:

Rabies Tags Fee for 2019:

- a. One-year tags: \$10 for an altered animal, and \$25 for an intact animal;
- b. Three-year tags: \$25 for an altered animal, and \$60 for an intact animal; and,
- c. Replacement tags: \$5 for a replacement tag, with proof of vaccination.

Dog or Cat owner under age 65: Rabies Tags Fee for 2020 and future years:

- d. One-year tags: \$12 for an altered dog or cat, and \$27 for an intact dog or cat;

- e. Three-year tags: \$30 for an altered dog or cat, and \$65 for an intact dog or cat; and,
- f. Replacement tags: \$5 for a replacement tag, with proof of vaccination.

Dog or Cat owner age 65 or older: Rabies Tags Fee for 2020 and future years:

- a. One-year tags: \$5 for an altered dog or cat, and \$27 for an intact dog or cat;
- b. Three-year tags: \$10 for an altered dog or cat, and \$65 for an intact dog or cat; and,
- c. Replacement tags: \$5 for a replacement tag, with proof of vaccination.

Section 2: Relinquishment Fees. The following fees shall be imposed on all individuals seeking to relinquish ownership of a dog to the Kendall County Animal Control Department:

- a. \$50 for a dog older than four months;
- b. \$25 for a puppy, four months or younger;
- c. \$50 for a nursing mother with puppies; and,
- d. \$25 for the first puppy in a litter of puppies, four months or younger, and \$5 for each additional puppy in the litter.

Section 3: Reclaiming Fees. The following fees shall be imposed on all individuals seeking to reclaim an animal, owned by them, but taken into the custody of Kendall County Animal Control Department, for whatever reason:

- a. *Impoundment fees:* \$45 for a first offense, \$95 for a second offense, and \$125 for each subsequent offense;
- b. *Public Safety Fee:* \$25 fee or the amount required pursuant to Section 8 of the Illinois Animal Control Act (510 ILCS 5/10), whichever is greater. This fee, however, shall be waived for a first offense, but only if (i) the animal has been altered or (ii) the animal is altered within fourteen (14) calendar days after being reclaimed and the owner submits proof thereof to the Kendall County Animal Control Department within a timely manner;
- c. *Boarding fees:* \$12 per day for each calendar day the animal is boarded by the Kendall County Animal Control Department or an authorized agent of Kendall County. A boarding fee will not be charged for the day the animal arrived at Kendall County Animal Control Department (if the animal arrived during the

Department's regular business hours), or the following day (if the animal arrived after regular business hours);

- d. **Rabies Vaccination Refundable Deposit:** If an individual seeking to reclaim a dog does not present documentation to verify the dog is current with its rabies vaccination, the individual shall submit a rabies vaccination deposit before the dog may be reclaimed from the Kendall County Animal Control Department. The rabies vaccination deposit may only be refunded if proof of rabies vaccination is received by the Kendall County Animal Control Department within five (5) business days after the dog is reclaimed. The rabies vaccination deposit amount shall be \$40 for a first offense and \$80 for each subsequent offense;
- e. **Spay/Neuter Refundable Deposit:** If an intact animal is impounded by the Kendall County Animal Control Department more than once, the individual seeking to reclaim that animal must submit a \$40 spay/neuter deposit each time the intact animal is impounded after the first offense. No intact, impounded animal shall be released by the Kendall County Animal Control Department prior to receipt of the spay/neuter deposit. The spay/neuter deposit may only be refunded if proof that the animal has been altered is received by the Kendall County Animal Control Department within thirty (30) calendar days after the animal was reclaimed.

No animal will be released to the owner until all fees set forth in Section 3 have been paid in full.

Section 4: Adoption Fees. The following fees shall be imposed on all individuals who adopt an animal from Kendall County Animal Control Department:

Animal	Animal Age	Days Available for Adoption at KC Animal Control	Adoption Fee
Puppies	6 months or less	ANY	\$ 135.00
Dogs	more than 6 months	0-59	\$ 120.00
Dogs	more than 6 months	60-89	\$ 60.00
Dogs	more than 6 months	90+	Waive Fee
Kittens	3 months or less	ANY	\$ 95.00
Cats	more than 3 months	0-59	\$ 70.00
Cats	more than 3 months	60-89	\$ 35.00
Cats	more than 3 months	90+	Waive Fee

No adopted animal shall be released by the Kendall County Animal Control Department until the adoption fees are paid in full.

Section 5: Superseding Prior Ordinances. Upon its effective date, this Ordinance replaces and supersedes all previous ordinances which establish fees for the specific circumstances identified above.

Section 6: Effective Date. This Ordinance and the regulations contained therein shall be in full force and effect on and after the date signed below.

ADOPTED and APPROVED this _____ day of _____ 2019.

Approved:

Attest:

Scott R. Gryder
Kendall County Board Chairman

Debbie Gillette
Kendall County Clerk