

**COUNTY OF KENDALL, ILLINOIS
ANIMAL CONTROL COMMITTEE
MEETING MINUTES
Monday, November 23, 2020**

Call to Order – The meeting was called to order by Committee Chair Amy Cesich at 8:34a.m.

Roll Call

Attendee	Status	Arrived	Left Meeting
Amy Cesich	Present		
Elizabeth Flowers	Present		9:48a.m.
Scott Gengler	Here		
Matthew Prochaska	Here		
Robyn Vickers	Present		10:23a.m.

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

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

Approval of Agenda – Motion made by Member Prochaska, second by Member Flowers to approve the agenda.

Attendee	Vote
Amy Cesich	Yes
Elizabeth Flowers	Aye
Scott Gengler	Yes
Matthew Prochaska	Yes
Robyn Vickers	Yes

With five members voting aye, the motion carried by a vote of 5-0.

Approval of Minutes – Motion made by Member Vickers to approve the minutes from September 23, 2020 second by Member Gengler.

Attendee	Vote
Robyn Vickers	Aye
Elizabeth Flowers	Aye
Scott Gengler	Yes
Matthew Prochaska	Yes
Amy Cesich	Yes

With five committee 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.

Shelter Count as of October 2020

Dogs Adopted: 5
Dog Intakes: 8
Cats Adopted: 8
Cat Intakes: 9

Shelter Count as of November 2020

Dogs Adopted: 1
Dog Intakes: 10
Cats Adopted: 2
Cat Intakes: 7

Upcoming Events

- Volunteer Orientation at KCAC on Saturday, December 5, 2020 at 2:30p.m.
- **Bite Report** – Ms. Pawson reviewed the Bite Report, and said there were 9 dog bites and 1 cat bite for the month of October. Written report provided.

Ms. Pawson reviewed the Bite Report, and said there were 12 dog bites and 1 cat bite for the month of September. There was missing information in the packet, and Mr. Koepfel asked Ms. Pawson to send the correct Bite Reports for August, September and October to the committee for review.

- **Operations Report** – Ms. Pawson thanked the Animal control staff for their collaboration and diligence in maintaining the office and facility in her absence. Ms. Pawson reported they are currently seeking a Kennel Technician to complete the staffing needs.

Newspaper Pet of the Week: Gemini, 7 month old kitten

- **Accounting Report** – Mr. Koepfel stated that the revenues are lower due to Covid-19 and the reduction of veterinarian offices being opened. Mr. Koepfel said that we will have to use some of the reserve funding due to the overage on the facility renovations. Written report provided.

Old Business – None

New Business

- *Discussion of Cat and Dog Rabies Tags* – Ms. Pawson supplied the amounts of one and three year Dog and Cat rabies tag sales year-to-date sold to Veterinarian Offices and Residents, and actual issued tag sales amounts to the committee.

Mr. Koepfel stated that work continues on obtaining more detailed reports through the Chameleon software program, but Ms. Pawson has yet to produce any reports available through the Chameleon software program.

There was discussion on increasing the fees, and the feasibility and timing of increasing tag fees during the pandemic. **No action to be taken at this time.**

Executive Session – Member Gengler made a motion to enter into Executive Session for the purpose of the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body (5ILCS 120/2 (c) 1), second by Member Vickers.

Attendee	Vote
Elizabeth Flowers	Aye
Scott Gengler	Yes
Matthew Prochaska	Yes
Amy Cesich	Yes
Robyn Vickers	Yes

With five members present voting aye, the committee entered into Executive Session at 9:15a.m.

The Committee reconvened in Open Session at 10:21a.m.

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

Respectfully Submitted,

Valarie McClain
Administrative Assistant & Recording Clerk