

**COUNTY OF KENDALL, ILLINOIS
ANIMAL CONTROL COMMITTEE
MEETING MINUTES**

Wednesday, June 23, 2021

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

Roll Call

Committee Member	Status	Arrived	Left Meeting
Amy Cesich	Present		
Elizabeth Flowers		8:34a.m.	
Scott Gengler	Here		
Brian DeBolt	Yes		
Ruben Rodriguez	Here		

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

Others present: Scott Koeppel, Kelly Prestegaard

Approval of Agenda – Motion made by Member DeBolt, second by Member Gengler to approve the agenda. **With five members voting aye, the motion carried by a vote of 5-0.**

Approval of Minutes – Motion made by Member Gengler to approve the minutes from April 14, 2021 second by Member Rodriguez. **With five committee members in agreement, the minutes were approved by a 5-0 vote.**

Monthly Reports

- **Census Log** – Assistant Warden Kelly Prestegaard reviewed the Census Report with the committee, and reported there are three adoptable dogs, and 1 adult cat, and 3 kittens that are unavailable. **Written Report provided.**
- **Bite Report** – Assistant Warden Prestegaard reviewed the bite report for the committee, stating there were a total of eleven bites in the month of May. **Written Report provided.**
- **Operations Report** – Assistant Warden Kelly Prestegaard stated that many new volunteers have come forward or come back to volunteer at the facility this past month. Mr. Koeppel reported that the Director position ad has been posted on Indeed, ILCMA and the County website. The application deadline is July 26, 2021. **Written Report provided.**
- **Accounting Report** – Mr. Koeppel reviewed the department financials, the revenue predictions and actuals for current FY21. Mr. Koeppel also made comment about the budget lines that were above last year’s predictions and the possible reasoning for those increases. Fines and Fees is at seventy percent, and Sold Rabies Tags is at fifty-five percent to-date.

Discussion on the need to replace the boiler, the \$10,000 budget for the replacement, and the estimated time for installation. **Written Report provided.**

Old Business – None

New Business

- *Discussion of the Animal Control Standard Operating Procedures* – Mr. Koeppel briefed the committee on the reasoning behind the proposed changes to the Standard Operating Procedures (SOP), and reviewed the legal opinion from the State’s Attorney’s Office, and the proposed change. Mr. Koeppel asked that the language be changed permanently to reflect this new verbiage.

Member Flowers made a motion to make the proposed change to the SOP permanent, second by Member Rodriguez.

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

Executive Session – Not needed

Action Items for the July 20, 2021 County Board Meeting – *Approval of Change to the Animal Control Standard Operating Procedures*

Action Items for the July 15, 2021 Committee of the Whole Meeting - None

Questions from the Media – None

Public Comment – None

Adjournment – Member DeBolt made a motion to adjourn the meeting, second by Member Flowers.

With five members present in agreement, the meeting was adjourned at 9:03a.m.

Respectfully Submitted,

Valarie McClain
Administrative Assistant & Recording Clerk