



**MEETING MINUTES FOR WEDNESDAY, SEPTMEBER 29, 2021**

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

**Roll Call**

<b>Attendee</b>	<b>Status</b>	<b>Arrived</b>	<b>Left Meeting</b>
Amy Cesich	PRESENT		
Brian DeBolt	YES		
Elizabeth Flowers	PRESENT		
Scott Gengler	YES		
Ruben Rodriguez	HERE		

**With 5 members present, a quorum was established to conduct committee business.**

Others present: Kelly Prestegaard, Animal Control Director, Brianna Falk, Assistant, Scott Koeppel, County Administrator

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

**Approval of Minutes** – Motion made by Member Gengler to approve the minutes from August 25, 2021, second by Member Flowers. **With 5 members in agreement, the minutes were approved by a 5-0 vote.**

**Monthly Reports**

- **Census Log** – Director Prestegaard reviewed the Census Log with the committee, and reported 1 dog available for adoption and 1 cat. **Written Report Provided**
- **Bite Report** – Director Prestegaard reviewed the Bite Report with the committee stating there were a total of 7 bites in the month of August. **Written Report provided.**
- **Operations Report** – Director Prestegaard informed the committee that volunteer training was provided for 3 individuals. When the bigger projects at the kennel are scheduled such as deep cleaning and power washing Undersheriff Bobby Richardson will have the inmates volunteer to help out.
- **Upcoming Events and Media:**
  - Rural King Customer Appreciation Day –October 2<sup>nd</sup> – 3<sup>rd</sup>

Director Prestegaard introduced Brianna Falk to the committee. Brianna started her new position as Assistant on August 6, 2021.

- **Accounting Report** – Mr. Koepfel reviewed the department financials, the revenue predictions and actuals for current FY21. He reported by year end expenses will be under and revenue will be in line to meet the fund balance. **Written report provided.**

Animal Control is solely self-funded by rabies tags sold. By increasing that fund balance there is opportunity for more projects. Mr. Koepfel signed the purchase agreement to start the boiler project for this fiscal year. Artlip and Sons, Inc., HVAC Contractor will be doing the work.

The committee discussed the completion of the Animal Control building project. The new HVAC system has greatly improved the air quality. All members agreed that the facility looks more professional and welcoming. Mr. Koepfel discussed other outdoor project ideas for the facility. Director Prestegaard gave examples about holding fund raising events and donations that could help with expenses for these projects.

**Committee Business** –

- *FY 2022 Budget Discussion* - Chair Cesich asked if anyone on the committee had issues or concerns with the FY 2022 budget that was presented at the Committee of the Whole Meeting on Thursday, September 28th. The committee discussed the budget.

**Public Comment** – None

**Executive Session** – Not needed

**Action Items for the County Board** – None

**Adjournment** – Member Flowers made a motion to adjourn the meeting, second by Member DeBolt. **With five members present in agreement, the meeting was adjourned at 9:21 a.m.**

Respectfully Submitted,

Sandy Washkowiak  
Temporary Administrative Assistant