



**MEETING MINUTES
WEDNESDAY, MARCH 23, 2022**

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		
Brian DeBolt	Here		
Elizabeth Flowers	Absent		
Scott Gengler		8:34a.m.	
Ruben Rodriguez	Here		

With 3 members present, a quorum was established to conduct committee business.

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

Approval of Agenda – Motion made by Member Rodriguez, second by Member DeBolt to approve the agenda. **With three members in agreement, the motion carried by a vote of 3-0.**

Approval of Minutes – Motion made by Member DeBolt to approve the minutes from January 26, 2022, second by Member Rodriguez. **With three members in agreement, the minutes were approved by a 3-0 vote.**

Monthly Reports

- **Census Log** – Director Prestegaard reviewed the census logs with the committee, and noted that they have had an increase in owner-surrenders this year. Prestegaard stated that there has also been an increase in dog intakes, and they currently have 3 on hold, 2 dogs available for adoption, 2 surrenders, and 2 cats available for adoption. **Written Report Provided**
- **Bite Report** – **Written Report provided.**
- **Operations Report** – Director Prestegaard updated the committee on the rabies tag count, and explained the process for notifying citizens of non-compliance, and the 7-day deadline to purchase tags after vaccinations. Staff has been contacting owners after vaccinations, and if they are still non-compliant after a notification letter is mailed, staff contacts the State’s Attorney’s Office.

The Director was happy to report that she hired an additional part-time Kennel Technician recently, and increased the Administrative Assistant hours to 26 per week.

Prestegaard stated that Deja is a tremendous asset to the office, jumping in whenever and wherever she is needed.

The Inmate Program resumed recently, and appears to be working well since inmates are able to receive Community Service Hours for work in Animal Control.

- **Accounting Report** – Director Prestegaard reported an increase in the uniform line due to the turn-over of part-time employees.

Prestegaard also stated that she is purchasing rabies tags a year in advance to secure additional savings.

Mr. Koeppel reported that Animal Control is still on track to transfer \$35,000 to the General Fund later this year.

Discussion on adding sound baffles to the Kennel Area, correct placement of the baffles in the kennel area, the current purchase price and installation.

Written report provided.

Committee Business

- *Discussion of Landscaping Proposal for Animal Control Facility and Funding Options* – Discussion of the agreement proposal from 4Seasons Landscaping, the labor vs. the plant costs, and other options that might be available including fundraising for the full amount needed to hire 4Seasons to complete the work, or checking with local Boy Scout groups to see if anyone seeking Eagle Scout status is searching for a local project. Matthew Prochaska and/or Gary Golinski in Yorkville would be good resources to check on this option. Facilities Management staff are also checking with other landscaping companies for a quote.

Public Comment – None

Executive Session – Not Needed

Action Items for the County Board – None

Adjournment – Member Gengler made a motion to adjourn the meeting, second by Member DeBolt. **With four members present in agreement, the meeting was adjourned at 9:05a.m.**

Respectfully Submitted,

Valarie McClain
Administrative Assistant and
Recording Secretary