



MEETING MINUTES
WEDNESDAY, April 27, 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	Present		
Scott Gengler	Here		
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 DeBolt, second by Member Gengler to approve the agenda. **With five members in agreement, the motion carried by a vote of 5-0.**

Approval of Minutes – Motion made by Member Rodriguez to approve the minutes from March 23, 2022, second by Member Flowers. **With five members in agreement, the minutes were approved by a 5-0 vote.**

Monthly Reports

- **Census Log** – Director Prestegaard reviewed the census logs with the committee, and noted that they continue to have an increase in owner-surrenders, and stray intakes for dogs, and stray intakes for cats.

There are currently 3 available cats, and 9 available dogs in the facility. Four dogs went for adoption, and 10 dogs were returned to the owner. One dog was euthanized due to behavior issues, and 1 dog was transferred to rescue.

Written Report Provided

- **Bite Report** – There were 23 total bites for the month of March, 1 cat and 22 dogs. **Written Report provided.**
- **Operations Report** – Director Prestegaard updated the committee on the rabies tag count, said they sold a total of 2830 tags for March. The fee for a one-year tag is \$12, and a three-year tag is \$30.

- a. *Staffing Situation* The Director was happy to report that she hired an additional part-time Kennel Technician recently, but a lost a part-time kennel technician. Discussion on the ongoing issues with retaining part-time employees, and the potential need for a third full-time employee to provide back-up for the Director and Kennel Manager.
- b. *Landscaping Project Update* – Ms. Prestegaard reported that efforts to reach local Boy Scout Troop 40 had no results, and the quote from 4Seasons wasn't in the budget. Discussion on someone volunteering to remove the scrubs/tree at no cost to the County. **There was consensus by the State's Attorney's Office between the volunteer and County before any work could be completed.**
- c. *Sound Baffle Update* - Discussion on the sound baffles to the Kennel Area, correct placement of the baffles, the purchase price and installation. Although it there was question about placement of the baffles, overall the completed project was a success.
- d. *Micro-chip Clinic Update* – Ms. Prestegaard reported that according to the Animal Control Act, the facility must have a minimum of one micro-chip Clinic per year. Prestegaard shared that she would like to have appointments for micro-chipping available to citizens all year-long or every two weeks by appointment only, and citizens would have to provide proof of animals being u-to-date on all vaccinations.

Staff would advertise the free micro-chipping on their Facebook page, the County social media pages, the County website, and the Sheriff's Office social media pages. **There was consensus to proceed with the free clinic when they were ready.**
- e. *Shot Clinic Update* – Ms. Prestegaard presented an option for a shot clinic through “Just Animals Shelter”, that would be available to Kendall County residents only at a reduced cost. Although the vendor offers various vaccines, Prestegaard was interested in only having Rabies Shot vaccines. **There was consensus to allow Animal Control to have a maximum of two shot clinics per year, and that there must be an agreement reviewed by the State's Attorney's Office and approved by the County Board before the clinic could be scheduled.**

- **Accounting Report** – Mr. Koeppel reviewed the monthly report with the committee. **Written report provided.**

Committee Business - None

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 five members present in agreement, the meeting was adjourned at 9:50a.m.**

Respectfully Submitted,

Valarie McClain
Administrative Assistant and
Recording Secretary