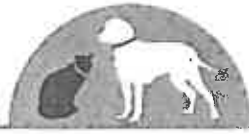


# KENDALL COUNTY ANIMAL CONTROL

**Kendall County Office Building  
111 W. Fox Street, Room 210, Yorkville IL  
Wednesday, January 22, 2020 – 8:30a.m.  
A G E N D A**

- 1. Call to Order**
- 2. Roll Call:** Amy Cesich (Chair), Robyn Vickers (Vice Chair), Elizabeth Flowers, Scott Gengler, Matthew Prochaska
- 3. Approval of Agenda**
- 4. Approval of Minutes from November 27, 2019**
- 5. Monthly Reports**
  - Census Log
  - Bite Report
  - Operations Report
  - Accounting Report
- 6. Old Business**
  - *Discussion of the Purchase of the Animal Control Trailer*
  - *Discussion of 2020 Capital Projects*
  - *Discussion of Feral Cat Program*
  - *Building Renovation Update from Facilities*
  - *Discussion of Rabies Tags for Cats*
- 7. New Business**
- 8. Public Comment**
- 9. Executive Session**
- 10. Action Items for County Board**
- 11. Adjournment**

*If special accommodations or arrangements are needed to attend this County meeting, please contact the Administration Department at 630-553-4171, a minimum of 24-hours prior to the meeting time*



# KENDALL COUNTY ANIMAL CONTROL

## MEETING MINUTES FOR WEDNESDAY, November 27, 2019

**Call to Order** – The meeting was called to order by Committee Chair Amy Cesich at 8:31 a.m.

### **Roll Call**

Attendee	Status	Arrived	Left Meeting
Amy Cesich	Present		
Elizabeth Flowers		8:32a.m.	
Scott Gengler	Here		
Matthew Prochaska	Here		
Robyn Vickers	Present		

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

Others present: Scott Koeppel, Laura Pawson

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

**Approval of Minutes** – Motion made by Member Prochaska to approve the minutes from October 23, 2019, second by Member Vickers. **With five 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.  
Dogs Available for Adoption: 5  
Cats Available for Adoption: 6 (5 cats, 1 kitten)
- **Bite Report** – Ms. Pawson reviewed the Bite Report. The report indicated there were 9 bites for the month of October. Written report provided.
- **Operations Report** – There is one part-time vacancy for a Kennel Technician that has been posted recently.

**Chair Cesich cancelled the December 18<sup>th</sup> meeting due to the holidays.**

Ms. Pawson briefed the committee on a possible Feral Cat Program and how it would work, and possibly holding low-income clinics at the County facility. **Ms. Pawson will bring additional information to the January 2020 meeting.**

**Upcoming Events and Media:**

- Volunteer Orientation: Thursday, December 5 from 6:00-7:30p.m.
- Oswego Police Officer with featured Pet video done every other Wednesday of the month
- Yorkville Police Officer with featured Pet video done every other Wednesday of the month
- Record Newspaper Pet of the Week Ad – “Pumpkin” - a Pitbull Terrier

- **Accounting Report** –Written report provided. Discussion on fund transfers, and transfer to the Capital fund next year for the facility improvements, the fund balance, and conducting a 2020 revenue review in July.

Member Cesich asked Ms. Pawson to research and comparison data from other area facilities that are currently chipping cats.

**Old Business**

- **Animal Control Building Project Update** – Jim Smiley updated the committee on pricing for aluminum window framing in the facility, and asked the committee for authorization to pre-purchase the windows to ensure accurate installation. Mr. Smiley also reported on the painter that the County has used for past projects, and possibly a discounted price in painting, as well as scheduling demolition and masonry construction. Mr. Smiley will be managing the project himself, and hiring individual contractors to complete the work. Member Cesich stated that we will also do public bids for the HVAC system installation next year.

**New Business** – Member Cesich stated that a citizen asked if Animal Control could post on their webpage, any stray animal with no collar or chip, before the adoption process is implemented. Ms. Pawson stated that she is working on that capability with the Chameleon software program and Pet Harbor.

**Executive Session** – Not needed

**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 Flowers made a motion to adjourn the meeting, second by Member Gengler. **With five members present in agreement, the meeting was adjourned at 9:10a.m.**

Respectfully Submitted,

Valarie McClain  
Administrative Assistant & Recording Clerk



**KENDALL COUNTY  
ANIMAL CONTROL**

**Prepared January 17, 2020  
Kendall County Animal Control Census Report**

**2019 Total Rabies Tags Sold**

1 Year: 9,878  
3 Year: 5,126

**November 2019 Dogs**

Dog Intakes: 30  
Dogs Adopted: 6  
Reclaimed: 17  
Transferred: 1  
Euthanized: 1 (11/27/19 "Fureal", Pit Bull Terrier Mix, Reason: Behavior)

**November 2019 Cats**

Cat Intakes: 5  
Cats Adopted: 6  
Cats Reclaimed: 1  
Transferred: 0  
Euthanized: 0

**December 2019 Dogs**

Dog Intakes: 12  
Dogs Adopted: 7  
Reclaimed: 6  
Transferred: 2  
Euthanized: 2 (12/17/19 "Sheba" Pit Bull, Reason: Behavior / 12/18/19 "Sunny" Labrador Mix, Reason: Health)

**December 2019 Cats**

Cat Intakes: 3  
Cats Adopted: 5  
Cats Reclaimed: 0  
Transferred: 0  
Euthanized: 1 (12/18/19 "Ivy" Cat, Reason: Health)

**Kennel Summary for 1/1/19 to 12/31/19**

Dog Intakes: 223	Cat Intakes: 56
Adopted: 50	Adopted: 33
Reclaimed: 144	Reclaimed: 8
Transferred: 18	Transferred: 8
Euthanized: 7	Euthanized: 5
	DOA: 1
	Died: 1

**Kennel Summary for 1/1/20 to 1/17/20**

Dog Intakes: 7	Cat Intakes: 0
Adopted: 2	Adopted: 2
Reclaimed: 3	Reclaimed: 0
Transferred: 3	Transferred: 1

**Shelter Count as of 1/17/20**

Adoption Cats: 1  
Adoption Dogs: 4  
Unavailable Cats: 1 Kitten  
Unavailable Dogs: 2

**Upcoming Events and Media:**

Volunteer Orientation: Tuesday, January 28, 2020 6pm-7:30  
Oswego Police-Featured Pet with Officer Video held every other Wednesday or the month  
Yorkville Police Department- Featured Pet with Officer Video held every other Wednesday of the month  
Record Newspaper – Pet of the week: Buddy, Labrador/Pit Bull Mix



**KENDALL COUNTY**  
ANIMAL CONTROL

November 2019

**ANIMAL BITES TO HUMANS REPORTED TO KCAC**

<b>DATE</b>	<b>OWNER</b>	<b>BITING ANIMAL</b>	<b>PERSON BITTEN</b>
11/01/19	OWNER	"BENTLEY" BEAGLE (UTD/ALTERED)	OWNER
11/02/19	OWNER	"SKIP" SHIH TZU/ MIX (UTD/ALTERED)	OTHER
11/03/19	OWNER	"WAFFLES" GOLDEN BORDER TERRIER (UTD/ALTERED)	OTHER
11/03/19	OWNER	"JEB" POODLE (UTD/ALTERED)	OWNER
11/04/19	OWNER	"THE DOCTOR" ENG COONHOUND/MIX (UTD/ALTERED)	OWNER
11/04/19	OWNER	"OZZIE" DOBERMAN PINSCH (UTD/INTACT)	OTHER
11/18/19	OWNER	"BRINNY" ALASKAN HUSKY (UTD/ALTERED)	OWNER
11/28/19	OWNER	"HALAS" BORDER COLLIE/ MIX (UTD/ALTERED)	OTHER
11/30/19	OWNER	"MILO" AUST SHEPHERD (UTD/ALTERED)	OTHER
11/30/19	OWNER	"ZEUS" ROTTWEILER (UTD/ALTERED)	OTHER



**KENDALL COUNTY**  
**ANIMAL CONTROL**

**DECEMBER 2019**

**ANIMAL BITES TO HUMANS REPORTED TO KCAC**

<b>DATE</b>	<b>OWNER</b>	<b>BITING ANIMAL</b>	<b>PERSON BITTEN</b>
12/01/19	OWNER	"DEXTER" PIT BULL (UTD/ALTERED)	OTHER
12/04/19	OWNER	"BLUE" LABRADOR/PIT BULL (UTD/ALTERED)	OWNER
12/06/19	OWNER	"ROY" PIT BULL (UTD/ALTERED)	OTHER
12/07/19	OWNER	"BANE" PIT BULL (NO UTD/ UNALTERED)	OTHER
12/12/19	OWNER	"EARL" GREAT DANE/PIT BULL (UTD/ALTERED)	OWNER
12/13/19	OWNER	"BARKLEY" PUG/BEAGLE (UTD/ALTERED)	OTHER
12/13/19	OWNER	"SAM" PIT BULL (NOT UTD/ALTERED)	OTHER
12/14/19	OWNER	"LILLY" BULLDOG (UTD/UNALTERED)	OWNER
12/19/19	OWNER	"JETT" LABRADOR/MIX (UTD/ALTERED)	OTHER
12/20/19	OWNER	"SHADOW" GERMAN SHEPHERD (UTD/ALTERED)	OTHER
12/21/19	OWNER	"REMI" GERMAN SHEPHERD (UTD/ALTERED)	OTHER
12/21/19	OWNER	"ADDISON" PIT BULL (UTD/ALTERED)	OWNER
12/23/19	OWNER	"CHARLIE" GOLDEN RETR/POODLE (UTD/ALTERED)	OTHER
12/24/19	OWNER	"GYPSY" BOSTON TERRIER/MIX (NOT UTD/ALTERED)	OWNER
12/24/19	OWNER	"LOLA" (UTD/ALTERED)	OWNER
12/24/19	OWNER	"MANDY" LABRADOR/MIX (UTD/ALTERED)	OTHER
12/26/19	OWNER	"CRASH" PIT BULL (NOT UTD/UNALTERED)	OTHER
12/26/19	OWNER	"MAX" PIT BULL (UTD/UNALTERED)	OTHER
12/29/19	OWNER	"PERRY" PUG/POODLE (UTD/UNALTERED)	OTHER
12/29/19	OWNER	"DRAKE" PIT BULL/BOXER (UTD/ALTERED)	OTHER
12/29/19	OWNER	"TOOTSIE" CHIHUAHUA/MIX (UTD/ALTERED)	OTHER



**Williams Scotsman, Inc.**  
 1425 Gifford Road  
 Elgin IL 60120-7307

**Your Williams Scotsman Representative**  
 Tracey Lipins  
 Territory Sales Manager

**Contract Number: 996347**  
**Revision: 1**  
**Date: January 25, 2019**

**Phone: (847)488-1334 Ext.**  
**Fax: 0**  
**Email: tllipini@willscot.com**  
**Toll Free: 800-782-1500**

**SALE AGREEMENT FOR USED EQUIPMENT WITHOUT WARRANTY**

<b>Buyer:</b> Kendall County Animal Control 802 John St Yorkville, Illinois, 60560	<b>Contact:</b> Laura Pawson 802 John St Yorkville, IL, 60560 Phone: (630) 553-8256 Fax: Email: lpawson@co.kendall.il.us	<b>Ship To Address:</b> 802 John St 802 John St YORKVILLE, IL 60560 US Delivery Date (on or about): 01/31/2019
---	--	---

Unit Description and Pricing	Quantity	Price	Extended
40x10 Mobile Office (36x10 Box)      Unit Number:	1	\$4,800.00	\$4,800.00
<b>Total Purchase Price including Delivery &amp; Installation (if applicable)* :</b>			<b>\$4,800.00</b>

\*All prices exclude applicable taxes.

**Comments**  
 Serial # AMO-28412

Summary of Charges		
Model: MO4010	QUANTITY: 1	Total Charges for (1 ) Building(s): \$4,800.00





©Williams Scotsman, Inc.  
1425 Gifford Road  
Elgin IL 60120-7307

Your Williams Scotsman Representative  
Tracey Lipins  
Territory Sales Manager

Contract Number: 998347  
Revision: 1  
Date: January 25, 2019

Phone: (847)488-1334 Ext.  
Fax: 0  
Email: tillipink@willscot.com  
Toll Free: 800-782-1500

**Payment Terms**

Sales Percent Down: 50%  
Sales Percent Pre Delivery: 0%  
Sales Percent Net: 50%

Sales Percent Net Days: 0 days  
Credit Terms: 50% due upon placement of order; 50% due upon delivery; subject to credit review.

**Acknowledgement**

This Sales Agreement (the "Agreement") is made on , by and between Williams Scotsman, Inc., a Maryland corporation, doing business at 901 S Bond Street Suite 600, Baltimore, Maryland 21231 ("Seller") and Kendall County Animal Control ("Buyer"), doing business at the address noted above.

Buyer agrees to purchase from Seller one or more trailer(s) and/or relocatable modular and/or pre-fabricated structures, including stairs, railings, furniture, and other items attached or appurtenant thereto, as noted above and detailed on any Addenda to this Agreement (hereinafter collectively referred to as the "Equipment"), for the purchase price and payment terms shown above and subject to the terms and conditions set forth herein and on the following pages of this Agreement and as detailed on the Addenda to this Agreement. The Agreement and the Addenda together form the "Contract Documents". The Addenda are as follows and are an integral part of this Agreement.

Addenda: No addenda are included with this document

\*All prices exclude applicable taxes.

By its signature below, Buyer hereby acknowledges that it has read and agrees to be bound by the Seller's Sales Agreement Additional Terms and Conditions (7-26-13) located on Seller's internet site (<http://www.willscot.com/terms>) in their entirety, which are incorporated herein by reference and agrees to lease the Equipment from Seller subject to the terms therein.

**EXCLUSIONS OF ALL WARRANTIES:**

**AS ACKNOWLEDGED AND AGREED BY THE UNDERSIGNED BUYER, THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE AND ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, ARE EXCLUDED FROM THIS TRANSACTION AND THAT THE SALE IS "AS IS" AND "WITH ALL FAULTS." FURTHERMORE, WILLIAMS SCOTSMAN IS PROVIDING NO WARRANTIES AND MAKES NO REPRESENTATIONS WITH REGARD TO THE CONDITION OF THE SUBJECT MODULAR BUILDING.**

Buyer's Initials

<b>Signatures</b>	
<b>BUYER (Name):</b> Kendall County Animal Control	<b>SELLER:</b> Williams Scotsman, Inc.
Signature:	
Print Name:	
Title:	
Date:	
PO#	

**PLEASE RETURN SIGNED AGREEMENT TO: [BALLeases@willscot.com](mailto:BALLeases@willscot.com)**

Williams Scotsman now issues paperless invoices via email, an efficient, convenient & environmentally friendly process. Go green and provide us with the proper email address for your invoices.

AP Email:

No thanks. Please mail my Invoices to: 802 John St Yorkville, Illinois, 60580	
---	--

Animal Control Projects

1/21/2020

Doors, Windows and Selected demo.

Vendor	Service Provided	Cost	Actual Cost
Expert Demolition	Removal of lighting, diffusers and grille in ceiling areas of offices and kennels.	\$ 3,240.00	Staff Removal
	Demo concrete walls in office areas.	\$ 1,640.00	Staff Removal?
	Demo concrete pad in old Cat room.	\$ 1,620.00	
	Disposal of materials.	\$ 900.00	
		<u>\$ 7,400.00</u>	
New Age Masonry	Infill existing Intake/Exhaust openings. Cut in new openings. Cut in new windows openings. Door cut in. Fix Interior Wall after Demo.	\$ 21,850.00	\$ 21,850.00
		\$ 900.00	\$ 900.00
Security Builders	Hollow metal door frames. Finish hardware allowance.	\$ 3,000.00	\$ 3,000.00
		\$ 3,000.00	\$ 3,000.00
	Alternate for auto open operators.	\$ 3,800.00	
Glasshopper	Aluminum Storefront frames with thermo pane per Healy Bender spec's	\$ 14,800.00	\$ 14,800.00
Lights	Kennel area replacement * Est.	\$ 5,000.00	Inc. in Electric
Ceiling tiles	Cleanable for office areas KCFM staff to replace *Est.	\$ 2,000.00	Need to Price
HVAC	Kennel area from bid	\$ 75,000.00	
	Office area from bid	\$ 45,000.00	
	Both with controls		
Epoxy painting Cleaner Living Services	Kennel areas and new Directors office from bid	\$ 11,000.00	\$ 11,000.00
	Interior Hallway Walls	\$ 5,600.00	\$ 5,600.00
Misc.	Drywall painting unknown items	\$ 5,000.00	
Electric	All Shown on plans including new HVAC equipment.	\$ 31,173.00	\$ 31,173.00
Bid office area ourselves	Est.	\$ 15,000.00	
Totals			\$ 91,323.00

2018

Kane County

<u>Tag Report</u>			
	Total	CAT	DOG
Total	55,947	13,848	42,299
LIC 1YR ADOPT	9	0	9
LIC 1YR NEUTE	25,583	8,737	16,848
LIC 1YR NON-N	9,455	938	8,519
LIC 3YR NEUTE	14,113	1,911	12,202
LIC 3YR NON-N	1,136	25	1,111
LIC SENIOR 1YR	3,847	1,752	2,095
LIC SENIOR 3YR	1,794	287	1,507
LIC TAG REPLA	10	0	10

24.4% CAT

FEE CAT

# 10 87,370

# 25 23,400

# 25 47,775

# 62.50 1562.20

Free

Free

1

Dog

168,460

212,975

305,050

69,437.50

10

160,107.20 755,922.50

**Dupage County AC – Feral Fixers partnership. Dupage Co. rents Mobile Van to Feral Fixers and Dupage Co. Vet spay/neuters feral cats. Dupage is paid by Feral Fixers at discounted rate.**

**Kane County AC- No Feral cat partnership. Does not lend traps. Does not "refer", but will provide names of organizations who s/n feral cats. Kane has a barn cat program. Will adopt out barn cats for cats unsuitable for homes in unincorporated Kane to residents with farms with an adoption contract. No fee.**

**Grundy County AC- Lends Traps to residents with a deposit. Euthanizes feral cats.**

**DeKalb County AC- No Program. Does not take feral cats unless sick/injured and will be euthanized.**

**Will County AC- Rents traps to residents and euthanizes feral cats**

**LaSalle County AC- No Program, no referrals. Does not take in cats.**

**City of Aurora AC- Partnered with Humane Society of Aurora offers Barn Cat program for feral cats outside of city limits to people with barns with contract. \$0 adoption fee.**

**City of Joliet AC- Issues low cost referral forms to Mallard Point Vet for residents who want to TNR. Per Leann at C.O.J, It is Mallard Point Vet's program. Mallard Point charges the discounted fee. Joliet has a nuisance animal ordinance and it is up to the city to determine what a nuisance is. Joliet says not many participate and estimates no more than 10 a year because of the cost.**