KENDALL COUNTY
ANIMAL CONTROL COMMITTEE

Wednesday, April 17, 2013 at 9:00AM
County Office Building; County Board Rooms 209-210
111 W. Fox Street; Yorkville IL

MINUTES

Call to Order – The meeting was called to order by Chair Amy Cesich at 9:04 a.m.

Committee Members Present: Amy Cesich, Lynn Cullick, Matt Prochaska and John Purcell

Committee Members Absent: Elizabeth Flowers

Others present: Anna Payton and Jeff Wilkins

Approval of Agenda – Motion made by Lynn Cullick to approve the agenda, second by Matt Prochaska. Motion carried.

Review Census Log – Warden Anna Payton presented the census log to the committee for March and to date for April. Animal Control has 13 cats up for adoption, with a current count of 18. They have three kittens in foster and three pregnant cats were transferred to the Naperville Area Humane Society.

Warden Payton reported they received 28 dogs in March and 20 dogs so far in April. Reclaims were very high in March and also so far in April. There are 6 dogs up for adoption, 15 in the unavailable room including 4 dogs brought in by police last Thursday. Eight kennels are currently being occupied for legal related issues, which is half of the kennel space in the unavailable side.

Ms. Payton reported there were multiple errors by the police department when they brought the four dogs in to Kendall County last Thursday. They had two dogs in each of the two cages in the garage. Three out of four dogs were aggressive and KCAC wasn’t notified that Oswego PD was bringing dogs into KC. Workers discovered the animals in the garage cages the next morning.

Review Bite Report – Anna Payton reviewed the report with the committee, and said there were a lot of bites in March. She stated one was a rat bite, and one was a fox bite. The fox bite was to the owner’s daughter. The owner was a breeder for a former pet store in Yorkville. Dr. Schlapp and the State recommended to have the fox euthanized, the owner refused. Ms. Payton will continue to monitor the situation as needed.

Ms. Payton reported three animals euthanized in the month of March, one dog and cat due to behavioral issues and one cat due to health issues.
Operations Report –

- **Authorize credit card limit to $1,500** – Jeff Wilkins said that there is currently a $500 credit limit on the card, that doesn’t allow for large equipment purchases, conference fees, or training registrations. Matt Prochaska made a motion to approve the credit card limit to $1500, second by Lynn Cullick. **Motion carried.**

- **Review cash management procedure recommendations** – Mr. Wilkins reviewed the cash management analysis and recommendations offered by NJN Consulting. Mr. Wilkins stated the goal is to implement the recommendations in the next few weeks and to exceed the recommendations whenever possible. Discussion on Pet Point system in place, and equipment and programs needed. Operational space, space for citizen visits, cash management and data entry remain the main issues of concern. Mr. Wilkins stated they will keep the committee updated on the progress and any changes made.

Anna Payton reported there is a very large sink hole along the east of the parking lot near the drainage sight. Ms. Payton has submitted a work order for repair. The area has been marked off.

Ms. Payton said there were 133 visits in March. Two investigations are ongoing. Ms. Payton has done 3 presentations in the past month, one at Aurora University, one at Churchill Elementary school in Oswego with over 725 in attendance. Ms. Payton also presented at the Association of Professional Humane Educators conference in Detroit last week.

**Accounting Report** – Jeff Wilkins presented the Accounting Report and stated that revenues are down compared to last year, primarily due to a decrease in rabies tags. Discussion on monitoring revenues and on possible reasons for the decrease.

**Other Business** - None

**Review Action Items** –

**Executive Session** – Motion from John Purcell, second by Lynn. for the purpose of reviewing past Executive Session minutes. The committee entered into Executive Session at 10:10 a.m.

John Purcell made a motion, second by Lynn Cullick to reenter regular session at 10:16 a.m.

**Adjournment** - made a motion to adjourn the meeting, seconded the motion. With all in agreement, the meeting was adjourned at 10:20 a.m.

**The next meeting will be on May 22, 2013 at 9:00 a.m. in the County Office Building, County Board Rooms 209-210.**

Respectfully Submitted,

Valarie McClain
Recording Secretary