Thursday, March 20, 2014 at 9:00AM  
County Office Building; County Board Rooms 209-210  
111 W. Fox Street; Yorkville IL

MINUTES - AMENDED 04-02-2014

Call to Order – The meeting was called to order by Chair Amy Cesich at 9:03 a.m.

Committee Members Present: Amy Cesich, Lynn Cullick (9:06 a.m.), Matt Prochaska, and John Purcell

Committee Members Absent: Elizabeth Flowers

Others present: Laura Pawson, Jim Smiley and Jeff Wilkins

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

New Business

- Purchase, delivery and installation of commercial grade gas dryer for $1950 - Ms. Pawson reported that Animal Control has purchased a new industrial size gas dryer that will be delivered in the next few weeks. The actual cost will be $1,727, which is lower than first estimated. John Purcell made a motion to approve the purchase, delivery and installation of a commercial grade gas dryer in the amount of $1,727, second by Matt Prochaska. With all in agreement, the motion passed.

Old Business

- HVAC Replacement – Jim Smiley shared the results from the bid for the HVAC project at the Animal Control facility, and said that two companies, Greiter of Yorkville, and Artlip of Aurora, submitted bids for the project. Mr. Smiley reviewed the bid components with the committee. Discussion on what is needed, the recommendation from Mr. Smiley, and what is absolutely needed for efficient operation. There was consensus from the committee was to have Artlip and Sons, Inc. replace and refigure the ductwork, install an Attic exhaust fan, and to have Facilities Management wrap the ductwork and install a Wall exhaust fan, for the total project amount in an amount not to exceed $10,000. The committee will add this item to the April 1, 2014 County Board agenda for approval.
Review of Census Log – Ms. Pawson presented the Census Log to the Committee and said there were 5 cats/kittens that came into Animal Control in February, with 4 cats coming in thus far in the month of March. Ms. Pawson said there are currently 10 cats up for adoption, 0 scheduled for rescue, 4 stray cats, and 1 cat for adoption at Country Comfort, for a total of 16 cats/kittens in the system.

Ms. Pawson reported that there were 20 dogs/puppies that came into Animal Control in February, with 18 dogs coming in thus far in the month of March. There are 6 dogs up for adoption, 6 unavailable dog/puppies, 1 dog in foster care, 0 dogs/puppies for rescue, and 0 dogs/puppies at the Vet, for a total of 13 dogs/puppies.

Ms. Pawson reported 11 cats, and 5 dogs were adopted in February, and thus far 3 cats and 4 dogs were adopted in March.

Review of Bite/Euthanasia Report – Ms. Pawson reviewed the report with the committee and said there were a total of 10 bites, with 9 canine bites and 1 cat bite in February.

There were 2 canines euthanized for behavioral issues, and 1 cats due to health issues, for a total of 3 in February.

Operations Report – Ms. Pawson said there were 157 visitors (A.M. - 74, P.M. - 83) in February.

Ms. Pawson said there were 4 pit bull type canines adopted from the “Pitty Party” in February. Ms. Pawson also said that the 3-month temporary position has been filled.

Ms. Pawson reported that Ms. Payton met with two Girl Scout troops in February. The troops gathered supplies and also collected monetary donations for the KC Animal Control Facility.

Upcoming Events

March 23  Country Comfort Adoption Event

April 7    Volunteer Orientation

April 12   Go Dog Go Adoption Event

April 26   Caring Hands Thrift Shop Adoption Event

April 26   Home Expo Adoption Event through NIHBA

Accounting Report – Jeff Wilkins reviewed the financial report with Committee.

Executive Session – Matthew Prochaska made a motion to enter into Executive Session, second by Lynn Cullick. The Animal Control Committee entered into Executive Session at 9:58a.m. Executive Session held on Thursday, March 20, 2014 for the purpose of discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06 5ILCS 120-2 (1).
The committee agreed to release the Animal Control Executive Session minutes dated April 17, 2013 and August 21, 2013. Matthew Prochaska made a motion to return to Open Session at 10:03a.m., seconded by Lynn Cullick. With all in agreement, the committee returned to open session.

**Review Action Items**

- Approve contract with Artlip and Sons, Inc. for ductwork and exhaust materials and installation at the Animal Control Facility, in an amount not to exceed $10,000.

**Public Comment** – None

**Adjournment** – John Purcell made a motion to adjourn the meeting, Matthew Prochaska seconded the motion. With all in agreement, the meeting was adjourned at 10:05a.m.

Respectfully Submitted,

Valarie McClain
Administrative Assistant/Recording Secretary