

**AGENDA ITEM EXECUTIVE SUMMARY**

Agenda Item number: IB

Title:

Recommendation to Approve a Resolution to Approve the Intergovernmental Agreement with the County of Kane for Animal Control Services

Presenter:

Police Chief Keegan

Meeting: City Council

Date: April 15, 2019

Proposed Cost: \$

Budgeted Amount: \$

Not Budgeted: **Executive Summary** *(if not budgeted please explain):*

The Kane County Board approved a new one-year contract for animal control services. The contract has a provision for two one-year renewal periods. The contract was negotiated by Metro West.

There are no fee increases in this proposed agreement. All other provisions remain the same. In addition, a letter will be sent to Kane County confirming the City's desire to renew this contract for one more year. The County has also offered to come to the police department to provide a training session on how to utilize their services, to include situations such as what to do when their services are needed outside of normal work day hours.

Attachments *(please list):*

Resolution, Agreement

Recommendation/Suggested Action *(briefly explain):*

Recommendation to approve a resolution to approve the Intergovernmental Agreement with the County of Kane for Animal Control Services.

City of St. Charles, Illinois
Resolution No. _____

**A Resolution to Execute an Intergovernmental Agreement for One Year, with
the Option of Two Additional One-year Extensions, with the County of Kane
for Animal Control Services**

**Presented & Passed by the
City Council on _____**

WHEREAS, this Agreement allows the City to extend said contract term from May 1, 2019 through April 30, 2020 with the option of two additional one-year extensions, and;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of St. Charles, Kane and DuPage Counties, Illinois, that the Mayor is authorized to execute an agreement for Animal Control Services with the County of Kane triggering the extension of the Agreement pursuant to Section 8 of the Agreement.

This resolution shall be in full force and effect from and after its approval as provided by law.

PRESENTED to the City Council of the City of St. Charles, Illinois, this _____ day of _____ 2019.

PASSED by the City Council of the City of St. Charles, Illinois, this _____ day of _____ 2019.

APPROVED by the Mayor of the City of St. Charles, Illinois, this _____ day of _____ 2019.

Raymond Rogina, Mayor

ATTEST:

City Clerk

COUNCIL VOTE:

Ayes:

Nays:

Absent:

Abstain:

AGREEMENT FOR ANIMAL CONTROL SERVICES

THIS INTERGOVERNMENTAL AGREEMENT ("Agreement") is made and entered into this _____ day of _____, 2019 by and between the COUNTY OF KANE, a body politic and corporate, and the _____, an Illinois municipal corporation.

WHEREAS, the County of Kane ("Kane County") is a body politic and corporate, duly organized and existing under the Constitution and laws of the State of Illinois; and

WHEREAS, the _____ ("Municipality") is an Illinois municipal corporation; and

WHEREAS, Kane County pursuant to the Animal Control Act, 510 ILCS 5/1 et seq. (the "Act") has certain rights, duties and obligations with respect to rabies control and registration of dogs and cats on a county-wide basis, and also has primary responsibility for animal control activities within unincorporated Kane County; and

WHEREAS, the Municipality has the right, but not the obligation to control animal activities in its corporate limits, and has historically taken the primary responsibility for animal control activities within its corporate limits and desires to contract with the County to discharge these responsibilities; and

WHEREAS, pursuant to Kane County Board Ordinance 07-254, passed July 10, 2007, Kane County is ready, willing and able to contract with the municipalities of Kane County to provide them with animal control services, including but not limited to pick-up of animals running at large, sick or injured dogs and small, wild mammals such as skunks, raccoons, and bats and providing housing and adoption services for animals in its custody to the best of its ability at Kane County Animal Control, located at 4060 Keslinger Road, Geneva, IL, (the "Facility") the Kane County; and

WHEREAS, the parties have a mutual interest in long term planning for animal control services in Kane County; and

WHEREAS, pursuant to Article VII Section 10 of the Constitution of the State of Illinois and Section 3 of the Illinois Intergovernmental Cooperation Act, 5 ILCS 220/3, units of local government are authorized and empowered to enter into agreements to obtain and share services and to exercise jointly or transfer any powers or functions not prohibited by law; and

WHEREAS, the Chairman of the Kane County Board has heretofore been authorized pursuant to Resolution _____ to enter into an intergovernmental agreement with the Municipality as herein provided;

NOW, THEREFORE the COUNTY OF KANE and the [REDACTED] do hereby agree as follows:

Section 1. Incorporation of Recitals.

The facts and statements contained in the preamble to this Agreement are hereby incorporated herein as if fully set forth.

Section 2. Pickup Service Provided.

The Kane County Animal Control Department will provide pickup service for stray dogs found within the limits of the Municipality, and for pickup of animals from locations where a forcible entry and detainer action results in an eviction conducted by the Kane County Sheriff, and shall transport them to the Facility or another County designated animal shelter for a service fee to be paid to the County as provided in Section 5-49(a) of the Kane County Code.

Section 3. Complaint Calls - Response.

The Kane County Animal Control Department will respond to complaint calls, as provided in Section 5-49(a) of the Kane County Code, from the Municipality's police department (or appropriate Municipal officials if no police department exists), for barking dogs, dogs running at large, and sick or injured wildlife outside of a building or structure within the limits of the Municipality and shall transport them to the Facility or another County designated animal shelter. The service fee to be paid to the County shall be that shown on **Exhibit A**. In the event that a call is placed to the Kane County Animal Control Department for pickup services after the hours of [REDACTED] on weekdays and [REDACTED] on weekends, the Municipality shall make its best effort to contact the Kane County Animal Control Department to advise of any call offs as soon as possible in the event of an owner reclaiming a lost animal or other similar event. The foregoing is meant to eliminate the need for Kane County Animal Control Department staff to travel and incur unnecessary expenses during non-working hours. Additionally, in the event the Municipality does not have a police department, the Municipality shall provide Kane County Animal Control with contact information for individuals who may be contacted outside of normal business hours who shall have authority to make determinations concerning the use of services under this Agreement. Should the Kane County Animal Control Department face unexpected budgeting concerns rendering the services described herein impossible to provide at the fees described herein, upon formal written notice by the Kane County Animal Control Administrator, the parties may renegotiate the financial terms of this Agreement. If the parties are unable to reach an agreement as to such renegotiation, any party may cancel this Agreement upon 30 days' written notice.

Section 4. Vicious or Dangerous Dogs.

The Kane County Animal Control Department shall cooperate with the police department of the Municipality in responding to complaints relating to vicious or dangerous dogs. All complaints and proceedings shall be handled as provided in Sections 15 and 15.2 of the Act.

Section 5. Invoices for Services.

Kane County shall invoice the Municipality for services provided at the end of each month and the Municipality shall remit payment to Kane County in full within thirty (30) days. The County invoice shall, at a minimum, specify the dates of service, particulars regarding the animal

serviced and the types of services rendered. The County shall retain the right to limit, suspend, or terminate services to the Municipality if it shall omit to pay any fees within sixty (60) days of receipt of the County's invoice therefore. All fees for services shall be deposited by the County as set forth in Resolution 06-330.

Section 6. Termination of prior Agreements; Waiver of Fees.

Upon the effective date of this Agreement, any and all prior agreements between Kane County and the Municipality are hereby terminated and abrogated.

Section 7. Fees and Charges to Individual Owners.

Nothing in this Agreement shall be construed to limit the right of Kane County or the municipality to increase or impose any fees or charges to individual owners as permitted or provided by law.

Section 8. Effective Date; Termination.

This Agreement shall commence upon the affixing of the last signature of any officer required to sign this Agreement, which date shall be deemed the "Effective Date." This Agreement shall remain in full force and in effect until [REDACTED] with two one-year renewal options. The Municipality shall notify the county in writing, not less than 60 days prior to the expiration date, of its intent to exercise each renewal option.

Section 9. Additional Agreements.

The Parties agree to meet to work towards a long term solution to the regional issues of animal control. To that end, the County will assist the Municipality cooperatively with Metro West to participate in developing a plan to meet specific anticipated demand for animal control services due to municipal growth. Failure by the Municipality to participate in good faith in said meetings shall be a breach of the terms of this agreement by the Municipality. The Municipality shall provide the Administrator of Kane County Animal Control with the names and telephone contact information of no fewer than two individuals at the Municipality who shall serve as the point of contact for issues relating to this Agreement, logistical issues, and billing concerns.

In order to best educate the public about the procedures for reporting straying animals and in an effort to reduce time or confusion associated with such calls for assistance, the parties agree to publish a statement on their respective websites explaining the correct steps for members of the public to take when reporting a straying animal. Each Party shall provide a hyperlink to the website of the other, in order to direct users to the proper point of contact. The statement posted should contain similar language to the following:

Depending on where you live in Kane County, you may be served by your local animal control facility, your police department, a state agency, or Kane County Animal Control. In order to handle your concern in the most efficient manner, first determine whether you live in an incorporated or unincorporated area of Kane County to make sure you contact the appropriate agency first.

If you live in an incorporated village, town, or city:

For concerns, complaints, and stray animals, contact your police department or town hall first. The police will handle the matter, and will contact Kane County Animal Control for assistance when necessary. If you are a resident of Elgin or Aurora, please contact your city's animal control facility first.

If you live in an unincorporated area of Kane County:

Your concerns, complaints and stray animal control are handled by Kane County Animal Control. Please call 630-232-3555.

Section 10. Service Provision Subject to Shelter Capacity.

The County shall reserve 30% of the animal shelter capacity for the exclusive use of the County for provision of services to residents of unincorporated Kane County and for its use for provision of County-wide animal bite investigation services. If, at any time, in the opinion of the Kane County Animal Control Administrator, animals in the shelter from the Municipality and other municipal contract-holders constitute more than 60% but less than 70% of total shelter capacity, the Administrator shall notify the Municipality as provided for in Section 12 of this Agreement. If, at that time, in the opinion of the Kane County Animal Control Administrator, animals in the shelter from the Municipality and other municipal contract-holders has reached 70% of the total shelter capacity, the Administrator shall notify the Municipality that Animal Control services for new additional animals are being suspended and for what time period they shall be suspended to the Municipality and to all other municipal contract-holders. In the event of service suspension, the County shall work with the Municipality to identify and obtain animal control services from other service providers in the geographic area, but it shall be the sole responsibility of the Municipality to secure such services for its residents during the service suspension period, and the County shall have no obligation, responsibility or liability to the Municipality for animal control services except as provided by other applicable law. Animal Control services shall be reinstated when the Animal Control Administrator determines that the unused shelter capacity has exceeded 30% for two consecutive weeks.

Section 11. Indemnification.

The Municipality shall indemnify, defend and hold harmless Kane County and its officers, agents, and employees of and from any and all claims, demands, suits at law or in equity, of any kind and manner, which in any way occur or arise in connection with Kane County's services or facilities provided pursuant to this Agreement, except as to claims of negligence, intentional, willful or wanton acts committed by the County and its officers, agents and employees and/or to the extent prohibited by law or public policy. In the event of a claim being made by the County under this Section, the County shall be entitled to be defended by counsel of its own choosing, and the Municipality shall pay any reasonable attorneys' fees and expenses incurred by the County in connection therewith.

Section 12. Notices.

Any notices permitted or required to be given under this Agreement shall be deemed given if sent by certified mail, return receipt requested, or by personal delivery to the person to who it is addressed, to the following:

If to Kane County:

County of Kane

Kane County Government Center
719 South Batavia Avenue - Building A - 2nd Floor Geneva, IL 60134
Attention: County Board Chairman

With a copy to:

Animal Control Administrator
County of Kane
4060 Keslinger Rd.
Geneva, IL 60134

With a copy to:

States Attorney, Chief of the Civil Division
100 South Third Street, 4th Floor
Geneva, IL 60134

If to the Municipality:

until notice of change of address is given in the manner provided. Notice by fax transmission or email communication shall not be sufficient unless required by an applicable statute.

Section 13. Severability.

If any provision, clause or section of this Agreement shall be ruled or held invalid by any Court of competent jurisdiction, then and in such event such finding of invalidity shall not affect the remaining provisions of this Agreement which can be given effect without such invalid provisions and to that end to provisions of this Agreement are Severable.

Section 14. Entire Agreement of the Parties.

This Agreement, and any ordinances or resolutions incorporated herein by reference or by operation of law constitutes the entire agreement of the parties and no modifications by course of conduct or oral agreement shall be valid unless reduced to writing and duly adopted by the Kane County Board and the Municipality.

Section 15. Binding Effect; Successors' Assignment.

This Agreement shall be binding upon the respective parties hereto, and their lawful successors in interest, except that Kane County shall not assign performance of this Agreement to another unit of local government without the written consent of the Municipality.

WHEREFORE, the parties have caused this Agreement to be signed as of the date and year first above written.

COUNTY OF KANE

By: _____
Christopher Lauzen
County Board Chairman

ATTEST: _____
John A. Cunningham
Kane County Clerk

MUNICIPALITY
Draf

Points Agreed Between Metro West Council of Government and Kane County Animal Control Administration-March, 2019

1. Kane County Animal Control (KCAC) is requesting that each contracted municipality post their procedures for straying' animals on their website. KCAC has found that the biggest frustration for the citizens of Kane County has been the lack of knowledge: not every municipality offers the same services. We then find that citizens become frustrated at KCAC because we are unable to immediately respond to their concerns and must redirect them OR they have called the police and were misinformed on who they should contact for such a matter. Educating our citizens will reduce frustration on everyone involved in this process. We are asking for a timeframe to be applied (~90 days) to ensure compliance with this issue.

On the KCAC website (www.kanecountypets.com) we have posted the following information as an example:

Kane County Animal Control oversees rabies registration, protects public safety and ensures the humane care of animals through sheltering, pet placement, education and animal law enforcement.

KCAC is responsible for the enforcement of the County Animal Control Ordinance. Together with local law enforcement and city animal controls, we ensure the humane treatment of animals in Kane County. Depending on where you live in Kane County, you may be served by your local animal control facility, your police department, a state-level agency, or KCAC. For the quickest handling of your concern, first determine whether you live in an incorporated or unincorporated area of the county to make sure you contact the appropriate agency.

If you live in an incorporated village, town, or city:

For concerns, complaints, and stray animals, contact your police department or town hall first. The police will handle the matter and will contact KCAC for assistance when necessary. If you are a resident of Elgin or Aurora, your city's animal control facility should be your first point of contact.

If you live in an unincorporated area:

Your concerns, complaints, and stray animal control are handled by KCAC. You may call us at 630.232.3555 to speak with our staff.

How do I determine whose jurisdiction I fall under?

If you own a home, your taxes are paid to the municipality or township whose jurisdiction you are in. If you don't know who you pay taxes to, or if you are a renter, you can use a website such as Zillow or Google Maps to see where city boundaries fall.

If unsure, you can call KCAC or your local police to determine what agency must handle your call.

2. Kane County Animal Control (KCAC) is requesting that it receive a single point-of-contact from the union that will respond to and correct issues in the contract by a Municipality.

3. Kane County Animal Control (KCAC) is requesting phone numbers of contacts for 'after-hours' animal related services. KCAC fields calls 24/7 from citizens that are unable to contact anyone in the municipality after hours/weekends and then get frustrated with KCAC when we can't respond immediately. We would like a list of contacts that we can contact during normal and after business hours.

If the municipality has a police department responding the police department is more than adequate. When municipalities utilize the Sheriff for 'after hours services' then it is difficult to find anyone to authorize the service.

4. Kane County Animal Control (KCAC) is requesting that municipalities that contact us to pick up an animal please give us a courtesy call to let us know if an owner arrives before we get there. KCAC is paying time and a half every time a Warden is called out regardless of outcome to the situation. If the municipality does not tell us an owner came forward, then KCAC remains enroute. We don't charge municipalities for this at this time and would like to never have to. A courtesy call would help ensure that KCAC minimizes its expenses as well.

Kane County Fee Schedule for Municipalities

Service	Fee
Pick up per animal <i>(7:00am - 7:59pm)</i>	\$20.00
Pick up charge group of small animals, evictions only	\$25.00
Boarding per animal/per day/Maximum charge \$70	\$10.00
Vaccination for distemper per animal	\$10.00
Euthanasia per dog/cat animal ≤ 30 pounds	\$30.00
Euthanasia per dog/cat animal > 30 pounds	\$50.00
Rabies observation (includes euthanasia fee) ≤ 30 pounds	\$150.00
Rabies observation (includes euthanasia fee) > 30 pounds	\$175.00
Specimen pick up	\$30.00
Specimen prep	\$50.00
Eviction cost comprise of pickup charges and boarding	\$90.00
After Hours Pick up <i>(8:00pm - 6:59am)</i>	\$150.00
Average cost per animal impounded	\$100.00