



2022 Municipality Report

# HUMANE OFFICER



**PORTAGE COUNTY  
ANIMAL CONTROL  
AND PROTECTION**

**715-344-6012 ext 305**

**Protect - Prevent - Provide**

This document highlights activities and successes that have been achieved thanks to our staff, donors, volunteers, and board members.

President Board of Directors – Sheila Kessler

# Table of Contents

Animal Control Program	Page 3 – 6
Dog & Cat Incoming and Outgoing Counts	
2020	Page 8
2021	Page 9
Humane Officer Animal Intake by Municipality	
2020	Page 10
2021	Page 11
Humane Officer Animal Control Activity by Municipality	
2020	Page 12
2021	Page 13
Income & Expense Model	Page 14
Filing a Complaint	Page 15
Warning Letter Examples	Page 16-23
Bites & Quarantine Information	Page 26-36
Lost and Found Animals	Page 37-40
Dog License Investigation	Page 42-44
Trap Loan Program	Page 45-46

# Portage County Animal Control Program

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## **Portage County Municipalities Animal Control Contract Benefits**

### **Overview**

In 2005, Portage County cooperated with municipalities to design a county-wide program to assist participating municipalities with the challenging aspects of animal control. The program went into effect in January of 2006, and continues to help the participating municipalities address pet licensing, running at large, barking, rabies control, and handling of stray animals as required by state statutes and county ordinances. The program aims to make Portage County a safer place to live by increasing the number of dogs licensed and vaccinated, and by creating a standard handling procedure county-wide. Wisconsin municipalities are required to provide animal control and animal housing services for their citizens. Portage County has established a contract with the Humane Society of Portage County to provide animal services. Municipalities that participate in the county contract receive cost savings, administrative efficiencies and reduced liabilities.

### **Municipality Benefits**

HSPC is a one stop service center for the municipalities contracted with Portage County. HSPC has investigated and resolved cases involving hoarding, puppy mills, animal abuse and dog bites. While each municipality may not have experienced each type of case, the effects of these issues affect all of the municipalities in Portage County.

### **HSPC Value Added Services and Activities**

- Public education to schools and organizations
- Annual inspections of all licensed animal grooming and boarding facilities
- Answering calls from the Portage County Dispatch 24/7
- Collaborating with a variety of governmental, social, and animal organizations
- Maintain state-of-the-art facility to house and care for the animals in need
- Community advocate for the enforcement of animal welfare laws and public education about the importance of spaying and neutering
- Veterinary services provided by five staff – four are Certified Veterinarian Technicians, and one is a Veterinary Assistant
- Animal enrichments are used to help transition pets into forever homes

# Portage County Animal Control Program

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## **Animal Control and How it Works**

A few years ago Chief Deputy Dan Kontos was asked to explain the consequences of the lack of a municipality being represented by the Portage County Animal Control Contract.

“Regarding enforcement, the Sheriff’s Office would be responding to animal complaints as it would for the rest of the County. However, criminal activities remain our focus. We would not be enforcing any of the individual municipalities animal control ordinances. It would be up to the municipality to issue citations, appear in court as their own court officer, and to prosecute any violations.”

“Each municipality would be responsible for their own investigations, subpoenas, inspection warrants, animal intake, quarantine, and abatement orders for all civil violations. For example, if South Wood County were to be the contracted agency, they would not be able to issue Portage County citations for any violations. The municipality would have to appoint their own humane officers, and the Humane Society of Portage County Humane Officers would no longer have jurisdiction within the out-of-service municipality. All animal control complaints would be redirected to the out-of-service municipality for their action.”

Additionally, any action taken by the Sheriff’s Office in direct response to an animal control complaint would be charged back to the municipality for any work that the County sub-contracts out to the Humane Society. For example, if a criminal animal cruelty case was to take place, the cost for animal housing would fall back to the municipality. If the Sheriff’s Office were forced to take action without the assistance of the municipality, any costs incurred by that action would be charged back to the municipality, including deputy cost recovery.

Below is a chart showing the Animal Control Breakdown of contracted areas vs. non-contracted areas as explained above by Chief Deputy Kontos.

\*See Animal Control Breakdown chart on following page

## Animal Control Breakdown, Contracted Areas vs. Non-contracted Areas

Animal Control Duties	County Animal Control			Municipal Animal Control		
	Humane Society	Municipal Officials	Sheriff's Office	Humane Society	Municipal Officials	Sheriff's Office
General Animal Control Complaints	X				X	
Animal Bite Investigations	X		A		X	A
Animals Running at Large, Strays, Complaints/Pick-up	X				X	
Animal Impound/Sheltering Strays	X			\$	X	
Barking Dog Complaints	X		A		X	A
Issuance of Citations for County Ordinance Violations	X		A			Limited
Issuance of Citations for Municipal Ordinance Violations		X			X	
Animal Neglect Complaints	X		A	\$	X	A
Animal Criminal Abuse Complaints	A		X	\$	A	X
Animal Licensing	A	X			X	
Adoption	X				X	
Education	X				X	
Quarantine, Individual Animals	X			\$	X	
Quarantine, District Wide	X		A	\$	X	A

X = Primary Responsibility  
 A = Assist Where Necessary  
 \$ = Charge Back to Municipality

## Facts about the Humane Officer Department

- Provide 24/7/365 animal control service to Portage County
- Engage community members in areas of education that directly relate to animal care and ownership responsibilities.
- Use of abatement order and citations when needed.
- A voluntary witness form is being used for investigations.
- A “Notice to Owner” letter is used to inform owner(s) of offense(s) that have occurred and what the appropriate steps are to reclaim their pet(s).
- All calls received and communications with the public are documented in a comprehensive software package. Animal Control records are subject to open records laws. Records can be requested through the Sheriff’s Office records division.
- All Humane Officers have received state level Humane Officer training and certification in Madison.
- Inspections of commercial animal establishments are performed shortly after a request is received.
- Letters, informational FAQ sheets and logs are used for animals running at large, barking dogs, and animal bites (which includes quarantine guidelines).
- We work closely with local lawyers to ensure that legal concerns related to animal cases follow the letter of the law.
- Our live trap protocol includes tracking the issuance of traps. Calls regarding animal control or any animal related issues are being entered into our computer program. This is consistent way to keep track of our repeat callers and streamlines a response.
- A computer program called ShelterBoss is used to consistently match licensing and municipalities with the proper name, address.
- Any dog admitted to HSPC is required to be licensed before being reclaimed by the owner

## Notes about the detail reports

The software used by the Humane Officers was upgraded in 2022 from ShelterTrack to ShelterBoss. The changes were subtle and the new version is from the same vendor. The new version provides workflow improvements.

Two of the Humane Officers that attended DATCP training in 2021 applied their education to change the organization of the counts to provide better service and additional transparency in our activities. Emphasis was placed on the most critical activities and identification of municipalities served.

The reports are in a different format than past reports. To aid in the review of 2022 reports the same report was issued using 2021 data.

The 2021 counts are for an entire year. The 2022 counts are from January through September. Activity is up in 2022.

## 2021 Dog & Cat Report

HSPC is an Adoption Guarantee facility. This means that all healthy animals are kept for adoption until a home is found or until circumstances would change. Some animals adopt quickly while others are with us for many months but we keep looking for a great home for each and every one of our "adoptables."

We take our commitment to our animals and community very seriously and try to do the best for the animals first while considering what is also best for the community. It happens periodically that an animal is no longer adoptable if there are serious health or behavioral concerns. In these situations euthanasia may be our only recourse if an animal has dangerous behavior or temperament that can't be corrected, a fatal or chronic disease, or is seriously injured.

<u>December</u>	Canines	Felines	Other
Medical & Health:	0	2	0
Behavioral Concerns:	0	0	0

CATS	INCOMING									End of month Population
	Surrendered	Stray	Born	Impounded	Quarantined	Transfers	Abandoned	Owner Requested Euthanasia	Total	
January	17	31	0	1	0	0	0	0	49	79
February	27	21	0	1	0	0	0	0	49	92
March	12	21	0	1	1	0	0	0	35	73
April	10	22	8	0	0	0	0	0	40	50
May	10	64	8	2	0	2	0	0	86	116
June	9	71	18	2	0	0	0	0	100	171
July	7	46	5	0	0	1	0	0	59	147
August	25	65	5	1	4	0	1	0	101	158
September	17	35	0	1	0	0	0	0	53	171
October	15	62	0	0	1	0	0	0	78	142
November	17	82	0	0	0	0	0	0	99	169
December	8	38	0	1	0	0	0	0	47	107
<b>Total</b>	<b>174</b>	<b>558</b>	<b>44</b>	<b>10</b>	<b>6</b>	<b>3</b>	<b>1</b>	<b>0</b>	<b>796</b>	

DOGS	INCOMING									End of month Population
	Surrendered	Stray	Born	Impounded	Quarantined	Transferred	Abandoned	Owner Requested Euthanasia	Total	
January	1	9	0	4	1	0	0	0	15	10
February	6	12	0	4	0	0	0	0	22	13
March	9	4	0	0	1	0	0	0	14	13
April	2	16	0	1	0	0	0	0	19	8
May	7	15	0	1	1	0	0	0	24	11
June	2	15	0	4	2	1	0	0	24	13
July	5	24	0	0	2	0	0	0	31	9
August	6	36	0	2	1	0	0	0	45	11
September	7	17	0	0	3	0	0	0	27	11
October	3	13	0	1	3	0	0	0	20	8
November	6	14	0	3	0	0	0	0	23	13
December	1	13	0	3	1	0	0	0	18	8
<b>Total</b>	<b>55</b>	<b>188</b>	<b>0</b>	<b>23</b>	<b>15</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>282</b>	

CATS	OUTGOING										
	Adopted	Breed Rescue	Working Cat Adoption	Reclaimed	Released	Transferred	Euthanized	Owner Requested Euthanasia	Escaped	Died	Total
January	56		0	7	0	0	0	0	0	0	63
February	32		0	4	0	0	0	0	0	0	36
March	46		0	4	0	4	0	0	0	0	54
April	35		1	9	0	17	0	0	0	1	63
May	9		0	7	0	0	2	0	0	2	20
June	22		2	7	0	3	1	0	0	10	45
July	62		0	10	0	1	3	0	0	7	83
August	60		0	17	0	8	1	0	0	4	90
September	36		0	3	0	0	0	0	0	1	40
October	81		7	13	0	0	2	0	0	4	107
November	58		2	9	0	0	2	0	0	1	72
December	81		4	6	0	13	2	0	0	3	109
<b>Total</b>	<b>578</b>	<b>0</b>	<b>16</b>	<b>96</b>	<b>0</b>	<b>46</b>	<b>13</b>	<b>0</b>	<b>0</b>	<b>33</b>	<b>782</b>

DOGS	OUTGOING										
	Adopted	Breed Rescue	Working Cat Adoption	Reclaimed	Released	Transferred	Euthanized	Owner Requested Euthanasia	Escaped	Died	Total
January	1	0		10	0	1	0	0	0	0	12
February	4	0		14	0	0	1	0	0	0	19
March	6	0		7	0	1	0	0	0	0	14
April	6	0		16	0	2	0	0	0	0	24
May	6	1		13	0	1	0	0	0	0	21
June	5	0		17	0	0	0	0	0	0	22
July	5	0		27	0	2	1	0	0	0	35
August	10	0		33	0	0	0	0	0	0	43
September	10	0		16	0	1	0	0	0	0	27
October	3	0		20	0	0	0	0	0	0	23
November	5	0		13	0	0	0	0	0	0	18
December	6	0		16	0	1	0	0	0	0	23
<b>Total</b>	<b>67</b>	<b>1</b>	<b>0</b>	<b>202</b>	<b>0</b>	<b>9</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>281</b>



## 2022 Dog & Cat Report

HSPC is an Adoption Guarantee facility. This means that all healthy animals are kept for adoption until a home is found or until circumstances would change. Some animals adopt quickly while others are with us for many months but we keep looking for a great home for each and every one of our "adoptables."

We take our commitment to our animals and community very seriously and try to do the best for the animals first while considering what is also best for the community. It happens periodically that an animal is no longer adoptable if there are serious health or behavioral concerns. In these situations euthanasia may be our only recourse if an animal has dangerous behavior or temperament that can't be corrected, a fatal or chronic disease, or is seriously injured.

<u>August</u>	Canines	Felines	Other
Medical & Health:	0	0	0
Behavioral Concerns:	1	0	0

CATS	INCOMING									End of month Population
	Surrendered	Stray	Born	Impounded	Quarantined	Transfers	Abandoned	Owner Requested Euthanasia	Total	
January	39	17	0	0	0	0	0	0	56	96
February	11	25	0	0	2	1	0	0	39	72
March	16	24	8	0	0	0	0	0	48	77
April	17	31	13	4	1	0	0	0	66	95
May	20	38	16	2	1	0	0	0	77	96
June	18	43	8	3	2	0	0	0	74	115
July	15	66	0	0	1	1	0	0	83	130
August	21	56	0	0	0	0	0	0	77	123
September									0	
October									0	
November									0	
December									0	
<b>Total</b>	<b>157</b>	<b>300</b>	<b>45</b>	<b>9</b>	<b>7</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>520</b>	

DOGS	INCOMING									End of month Population
	Surrendered	Stray	Born	Impounded	Quarantined	Transferred	Abandoned	Owner Requested Euthanasia	Total	
January	3	12	0	5	0	0	0	0	20	6
February	4	19	0	1	1	0	0	0	25	10
March	5	23	0	1	0	0	0	0	29	10
April	10	19	0	2	1	0	0	0	32	10
May	7	20	0	0	1	0	0	0	28	8
June	3	17	0	3	0	0	0	0	23	8
July	13	10	0	11	1	0	0	0	35	13
August	14	23	0	2	1	0	0	0	40	17
September									0	
October									0	
November									0	
December									0	
<b>Total</b>	<b>59</b>	<b>143</b>	<b>0</b>	<b>25</b>	<b>5</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>232</b>	

CATS	OUTGOING										
	Adopted	Breed Rescue	Working Cat Adoption	Reclaimed	Released	Transferred	Euthanized	Owner Requested Euthanasia	Escaped	Died	Total
January	46		0	5	0	15	1	0	0	0	67
February	34		0	10	0	19	0	0	0	0	63
March	27		8	7	0	0	1	0	0	0	43
April	20		11	8	0	0	0	0	0	9	48
May	40		11	11	0	10	1	0	0	3	76
June	39		3	11	0	0	0	0	0	2	55
July	39		6	12	0	10	0	0	0	2	69
August	65		2	9	0	0	0	0	0	7	83
September											0
October											0
November											0
December											0
<b>Total</b>	<b>310</b>	<b>0</b>	<b>41</b>	<b>73</b>	<b>0</b>	<b>54</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>23</b>	<b>504</b>

DOGS	OUTGOING										
	Adopted	Breed Rescue	Working Cat Adoption	Reclaimed	Released	Transferred	Euthanized	Owner Requested Euthanasia	Escaped	Died	Total
January	7	0		15	0	0	0	0	0	0	22
February	4	0		17	0	0	0	0	0	0	21
March	7	0		19	0	3	0	0	0	0	29
April	16	0		14	0	0	0	0	0	2	32
May	7	0		21	0	2	0	0	0	0	30
June	4	0		19	0	0	0	0	0	0	23
July	5	0		8	0	0	0	0	0	0	13
August	16	0		33	0	3	1	0	0	0	53
September											0
October											0
November											0
December											0
<b>Total</b>	<b>66</b>	<b>0</b>	<b>0</b>	<b>146</b>	<b>0</b>	<b>8</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>223</b>

## 2021 Humane Officer Animal Intake Count

2021	Intake type	Cat	Dog	Other
City of Stevens Point	Dead	3	0	0
City of Stevens Point	Protective Custody	7	8	0
City of Stevens Point	Quarantine	3	3	0
City of Stevens Point	Stray	142	62	16
<b>City of Stevens Point Total</b>		155	73	16
Town of Alban	Stray	7	2	0
<b>Town of Alban Total</b>		7	2	0
Town of Almond	Stray	5	1	0
<b>Town of Almond Total</b>		5	1	0
Town of Amherst	Protective Custody	0	1	0
Town of Amherst	Stray	6	1	0
<b>Town of Amherst Total</b>		6	2	0
Town of Belmont	Quarantine	0	1	0
Town of Belmont	Stray	1	6	0
<b>Town of Belmont Total</b>		1	7	0
Town of Buena Vista	Dead	0	1	0
Town of Buena Vista	Quarantine	0	1	0
Town of Buena Vista	Stray	20	6	0
<b>Town of Buena Vista Total</b>		20	8	0
Town of Carson	Dead	0	1	0
Town of Carson	Quarantine	0	1	0
Town of Carson	Stray	30	3	0
<b>Town of Carson Total</b>		30	5	0
Town of Dewey	Quarantine	0	1	0
Town of Dewey	Stray	12	3	1
<b>Town of Dewey Total</b>		12	4	1
Town of Eau Pleine	Stray	12	4	0
<b>Town of Eau Pleine Total</b>		12	4	0
Town of Grant	Dead	1	0	1
Town of Grant	Protective Custody	0	1	0
Town of Grant	Stray	9	9	0
<b>Town of Grant Total</b>		10	10	1
Town of Hull	Dead	1	0	0
Town of Hull	Protective Custody	0	1	0
Town of Hull	Quarantine	0	3	0
Town of Hull	Stray	50	13	1
<b>Town of Hull Total</b>		51	17	1
Town of Lanark	Stray	20	2	0
<b>Town of Lanark Total</b>		20	2	0
Town of Linwood	Stray	10	0	1
<b>Town of Linwood Total</b>		10	0	1

## 2021 Humane Officer Animal Intake Count

2021	Intake type	Cat	Dog	Other
Town of New Hope	Stray	5	1	0
<b>Town of New Hope Total</b>		5	1	0
Town of Pine Grove	Quarantine	0	1	0
Town of Pine Grove	Stray	6	8	0
<b>Town of Pine Grove Total</b>		6	9	0
Town of Plover	Dead	0	1	0
Town of Plover	Stray	9	8	0
<b>Town of Plover Total</b>		9	9	0
Town of Sharon	Stray	12	5	0
<b>Town of Sharon Total</b>		12	5	0
Town of Stockton	Quarantine	0	1	0
Town of Stockton	Stray	50	4	1
<b>Town of Stockton Total</b>		50	5	1
Village of Almond	Quarantine	0	1	0
Village of Almond	Stray	23	0	0
<b>Village of Almond Total</b>		23	1	0
Village of Amherst	Stray	10	2	0
<b>Village of Amherst Total</b>		10	2	0
Village of Amherst Junction	Stray	1	0	0
<b>Village of Amherst Junction Total</b>		1	0	0
Village of Junction City	Stray	1	0	0
<b>Village of Junction City Total</b>		1	0	0
Village of Park Ridge	Stray	1	0	0
<b>Village of Park Ridge Total</b>		1	0	0
Village of Plover	Born	44	0	0
Village of Plover	Dead	3	1	0
Village of Plover	Protective Custody	1	4	0
Village of Plover	Quarantine	3	2	0
Village of Plover	Stray	82	32	6
<b>Village of Plover Total</b>		133	39	6
Village of Whiting	Stray	5	2	0
<b>Village of Whiting Total</b>		5	2	0
<b>Total 2021</b>		595	208	27

## 2022 Humane Officer Animal Intake Count

2021	Intake type	Cat	Dog	Other
2022	Intake type	Cat	Dog	Other
City of Stevens Point	Dead	9	1	0
City of Stevens Point	Protective Custody	0	6	3
City of Stevens Point	Quarantine	2	1	0
City of Stevens Point	Stray	113	50	3
<b>City of Stevens Point Total</b>		124	58	6
Town of Alban	Stray	9	1	0
<b>Town of Alban Total</b>		9	1	0
Town of Almond	Stray	2	0	0
<b>Town of Almond Total</b>		2	0	0
Town of Amherst	Stray	8	6	0
<b>Town of Amherst Total</b>		8	6	0
Town of Belmont	Stray	4	1	0
<b>Town of Belmont Total</b>		4	1	0
Town of Buena Vista	Quarantine	1	1	0
Town of Buena Vista	Stray	8	3	0
<b>Town of Buena Vista Total</b>		9	4	0
Town of Carson	Quarantine	0	1	0
Town of Carson	Stray	1	3	0
<b>Town of Carson Total</b>		1	4	0
Town of Dewey	Stray	3	4	0
<b>Town of Dewey Total</b>		3	4	0
Town of Eau Pleine	Dead	0	1	0
Town of Eau Pleine	Stray	5	9	0
<b>Town of Eau Pleine Total</b>		5	10	0
Town of Grant	Stray	10	2	3
<b>Town of Grant Total</b>		10	2	3
Town of Hull	Dead	0	1	0
Town of Hull	Quarantine	0	1	0
Town of Hull	Stray	29	11	3
<b>Town of Hull Total</b>		29	13	3
Town of Lanark	Dead	0	2	0
Town of Lanark	Stray	14	2	1
<b>Town of Lanark Total</b>		14	4	1
Town of Linwood	Protective Custody	0	0	2
Town of Linwood	Stray	8	3	0
<b>Town of Linwood Total</b>		8	3	2
Town of New Hope	Stray	11	0	0
<b>Town of New Hope Total</b>		11	0	0

## 2022 Humane Officer Animal Intake Count

<b>2021</b>	<b>Intake type</b>	<b>Cat</b>	<b>Dog</b>	<b>Other</b>
Town of Pine Grove	Protective Custody	0	13	0
Town of Pine Grove	Quarantine	1	0	0
Town of Pine Grove	Stray	1	2	0
<b>Town of Pine Grove Total</b>		2	15	0
Town of Plover	Quarantine	0	2	0
Town of Plover	Stray	6	2	0
<b>Town of Plover Total</b>		6	4	0
Town of Sharon	Dead	1	0	0
Town of Sharon	Stray	15	2	0
<b>Town of Sharon Total</b>		16	2	0
Town of Stockton	Dead	1	0	0
Town of Stockton	Quarantine	1	1	0
Town of Stockton	Stray	11	13	2
<b>Town of Stockton Total</b>		13	14	2
Village of Almond	Quarantine	0	1	0
Village of Almond	Stray	0	1	0
<b>Village of Almond Total</b>		0	2	0
Village of Amherst	Stray	5	0	0
<b>Village of Amherst Total</b>		5	0	0
Village of Plover	Dead	4	1	0
Village of Plover	Protective Custody	6	3	0
Village of Plover	Quarantine	2	0	0
Village of Plover	Stray	75	38	1
<b>Village of Plover Total</b>		87	42	1
Village of Rosholt	Stray	9	0	0
<b>Village of Rosholt Total</b>		9	0	0
Village of Whiting	Stray	2	4	0
<b>Village of Whiting Total</b>		2	4	0
<b>Total 2022 through Sept 30</b>		377	193	18

## 2022 Humane Officer Activities

Municipality	Lost Pet Report/Recovery	Intake of Animal-Stray	Intake of Animal-Other	Nuisance Animal	Bite/Quarantine	Animal Mistreatment/Neglect	Injured or Deceased Animal	License Investigation	General Complaint	Request Officer Investigation
City of Stevens Point Total	224	142	29	225	76	91	28	0	0	0
Town of Alban Total	3	5	3	1	0	5	0	0	0	0
Town of Almond Total	1	4	2	3	1	4	2	0	0	0
Town of Amherst Total	5	3	1	12	7	1	1	0	0	0
Town of Belmont Total	5	5	3	5	2	1	0	0	0	0
Town of Buena Vista Total	17	9	2	1	4	0	0	0	0	0
Town of Carson Total	8	12	1	3	1	5	2	0	0	0
Town of Dewey Total	8	8	0	7	4	2	1	0	0	0
Town of Eau Pleine Total	8	9	1	15	1	2	1	0	0	0
Town of Grant Total	29	11	1	31	0	2	4	0	0	0
Town of Hull Total	35	48	2	60	22	7	4	0	0	0
Town of Lanark Total	12	14	0	15	0	6	2	0	0	0
Town of Linwood Total	4	8	2	6	1	2	2	0	0	0
Town of New Hope Total	4	6	0	2	1	14	0	0	0	0
Town of Pine Grove Total	12	8	0	16	2	16	2	0	0	0
Town of Plover Total	12	13	2	10	8	3	1	0	0	0
Town of Sharon Total	5	12	0	10	4	3	2	0	0	0
Town of Stockton Total	17	23	3	3	10	1	0	0	0	0
Village of Almond Total	7	14	0	18	5	0	0	0	0	0
Village of Amherst Total	5	6	0	8	7	1	1	0	0	0
Village of Amherst Junction Total	1	0	0	0	1	0	1	0	0	0
Village of Junction City Total	0	0	0	1	1	0	0	0	0	0
Village of Park Ridge Total	2	0	0	2	1	0	1	0	0	0
Village of Plover Total	104	88	20	89	38	79	10	0	0	0
Village of Rosholt Total	1	0	1	4	4	0	0	0	0	0
Village of Whiting Total	8	7	2	16	5	2	0	0	0	0
<b>Total</b>	<b>537</b>	<b>455</b>	<b>75</b>	<b>563</b>	<b>206</b>	<b>247</b>	<b>65</b>	<b>0</b>	<b>0</b>	<b>0</b>

## 2022 Humane Officer Activities

Municipality	Lost Pet Report/Recovery	Intake of Animal-Stray	Intake of Animal-Other	Nuisance Animal	Bite/Quarantine	Animal Mistreatment/Neglect	Injured or Deceased Animal	License Investigation	General Complaint	Request Officer Investigation
City of Stevens Point Total	17	1	6	116	25	28	14	2	0	0
Town of Alban Total	0	0	0	1	3	1	0	0	0	0
Town of Almond Total	2	0	0	0	0	2	0	0	0	0
Town of Amherst Total	2	0	0	4	6	1	0	0	0	0
Town of Belmont Total	1	0	0	0	1	1	0	0	0	0
Town of Buena Vista Total	0	2	0	1	1	2	0	0	0	0
Town of Carson Total	1	0	0	2	4	1	0	0	0	0
Town of Dewey Total	0	0	0	1	1	0	1	0	0	0
Town of Eau Pleine Total	1	1	0	3	1	1	0	0	0	0
Town of Grant Total	1	0	2	3	3	1	1	0	0	0
Town of Hull Total	2	0	1	14	3	6	1	0	0	0
Town of Lanark Total	1	0	0	6	1	1	0	0	0	0
Town of Linwood Total	2	0	1	3	2	1	1	0	0	0
Town of New Hope Total	0	0	2	0	1	2	0	0	0	0
Town of Pine Grove Total	4	0	4	13	4	10	0	0	0	0
Town of Plover Total	1	0	0	1	6	1	0	0	1	0
Town of Sharon Total	3	0	0	5	2	4	0	0	0	0
Town of Stockton Total	2	0	0	7	9	0	2	0	0	0
Village of Almond Total	1	0	0	0	3	0	0	0	0	0
Village of Amherst Total	3	0	0	8	2	0	0	4	0	0
Village of Amherst Junction Total	1	0	0	0	0	0	0	0	0	0
Village of Park Ridge Total	0	1	0	0	0	0	0	0	0	0
Village of Plover Total	5	4	5	38	24	23	9	0	1	1
Village of Rosholt Total	2	0	0	1	0	1	0	0	0	0
Village of Whiting Total	0	1	0	1	1	0	0	0	0	0
<b>Total through 9/30/2022</b>	<b>589</b>	<b>465</b>	<b>96</b>	<b>791</b>	<b>309</b>	<b>334</b>	<b>94</b>	<b>6</b>	<b>2</b>	<b>1</b>

### Animal Control Income and Expense Model

	Based on 2022 Estimates	Based on 2021 Financial Statements	Based on 2020 Financial Statements	Based on 2019 Financial Statements	Based on 2018 Financial Statements
<b>Income</b>	100%	100%	100%	100%	100%
Redemptions	\$ 269	\$ 6,732	\$ 7,247	\$ 7,585	\$ 6,322
Quarantine	\$ 599	\$ 1,498	\$ 574	\$ 415	\$ 1,279
Boarding Fees					
Animal Control Contracts	\$ 279,740	\$ 279,739	\$ 273,342	\$ 268,144	\$ 259,549
<b>Total</b>	<b>\$ 280,607</b>	<b>\$ 287,969</b>	<b>\$ 281,163</b>	<b>\$ 276,144</b>	<b>\$ 267,150</b>
<b>Humane Officer Expenses</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>
Payroll	\$ 126,854	\$ 119,000	\$ 107,238	\$ 110,240	\$ 87,153
Insurance - health & dental	\$ 10,438	\$ 1,433	\$ -	\$ -	\$ -
Payroll Taxes	\$ 9,669	\$ 9,071	\$ 8,174	\$ 8,403	\$ 6,667
Training	\$ 5,758	\$ 5,351	\$ 4,007	\$ 2,590	\$ 630
Uniforms	\$ 7,110	\$ 1,872	\$ 3,483	\$ 1,612	\$ 1,315
Animal Control Equipment	\$ 2,400	\$ 2,700	\$ 680	\$ 1,379	\$ 884
Unemployment Insurance	\$ 391	\$ 367	\$ 331	\$ 340	\$ 166
Workers Comp Insurance	\$ 4,260	\$ 3,996	\$ 3,601	\$ 3,702	\$ 1,802
<b>Total</b>	<b>\$ 166,881</b>	<b>\$ 143,790</b>	<b>\$ 127,515</b>	<b>\$ 128,266</b>	<b>\$ 98,617</b>
<b>Vehicle Expenses</b>	<b>90%</b>	<b>90%</b>	<b>90%</b>	<b>90%</b>	<b>90%</b>
Gas	\$ 3,776	\$ 2,594	\$ 2,791	\$ 4,930	\$ 4,152
Maintenance/Repair	\$ 3,156	\$ 568	\$ 9,316	\$ 6,457	\$ 11,147
Insurance/Registration	\$ 4,105	\$ 3,592	\$ 2,355	\$ 1,791	\$ 1,277
Cell Phone	\$ 1,161	\$ 1,161	\$ 2,394	\$ 2,461	\$ 2,372
Vehicle Depreciation	\$ 10,090	\$ 10,091	\$ 1,851	\$ 1,175	\$ 1,896
<b>Total</b>	<b>\$ 22,289</b>	<b>\$ 18,005</b>	<b>\$ 18,707</b>	<b>\$ 16,814</b>	<b>\$ 20,844</b>
<b>Operating Expenses</b>	<b>40%</b>	<b>40%</b>	<b>40%</b>	<b>40%</b>	<b>40%</b>
Kennel/Office Payroll	\$ 152,225	\$ 142,800	\$ 147,644	\$ 150,546	\$ 107,336
Kennel/Office Payroll Taxes	\$ 8,273	\$ 7,760	\$ 8,024	\$ 8,181	\$ 8,182
Unemployment Insurance	\$ 335	\$ 314	\$ 325	\$ 331	\$ 331
Workers Comp Insurance	\$ 3,645	\$ 3,419	\$ 3,535	\$ 3,605	\$ 3,605
Insurance - health & dental	\$ 4,175	\$ 573	\$ -	\$ -	\$ -
Supplies/Food	\$ 3,535	\$ 2,646	\$ 7,800	\$ 6,600	\$ 6,131
Equipment	\$ 1,000	\$ -	\$ 2,440	\$ 7,181	\$ 1,150
Medical Supplies	\$ 19,838	\$ 17,598	\$ 16,069	\$ 25,551	\$ 12,769
Postage/Telephone	\$ 3,494	\$ 2,206	\$ 3,552	\$ 2,761	\$ 4,019
Accounting/Payroll	\$ 6,600	\$ 6,351	\$ 3,120	\$ 5,526	\$ 2,482
Miscellaneous	\$ 220	\$ 19	\$ 173	\$ 1,185	\$ 398
Equipment Depreciation	\$ 2,905	\$ 2,905	\$ 765	\$ 701	\$ 1,038
<b>Total</b>	<b>\$ 206,246</b>	<b>\$ 186,592</b>	<b>\$ 193,447</b>	<b>\$ 212,167</b>	<b>\$ 147,440</b>
<b>Housing Expenses</b>	<b>50%</b>	<b>50%</b>	<b>50%</b>	<b>50%</b>	<b>50%</b>
Heat/Electricity	\$ 14,354	\$ 13,294	\$ 11,776	\$ 14,199	\$ 14,000
Water/Sewer	\$ 1,988	\$ 2,480	\$ 2,480	\$ 3,495	\$ 2,178
Security	\$ 490	\$ 448	\$ 302	\$ 292	\$ 284
Trash/Snow Removal	\$ 4,149	\$ 3,915	\$ 3,223	\$ 4,741	\$ 4,649
Repairs	\$ 5,181	\$ 13,279	\$ 12,203	\$ 6,452	\$ 4,326
Building Depreciation	\$ 16,464	\$ 16,464	\$ 16,464	\$ 16,464	\$ 16,464
Insurance	\$ 2,850	\$ 2,649	\$ 2,598	\$ 2,383	\$ 2,248
<b>Total</b>	<b>\$ 45,476</b>	<b>\$ 52,528</b>	<b>\$ 49,045</b>	<b>\$ 48,025</b>	<b>\$ 44,147</b>

Total Income	\$ 280,607	\$ 287,969	\$ 281,163	\$ 276,144	\$ 267,150
Total Expenses	\$ 440,892	\$ 400,915	\$ 388,714	\$ 405,272	\$ 311,049
Difference	\$ (160,285)	\$ (112,946)	\$ (107,551)	\$ (129,128)	\$ (43,899)





## **Filing a Complaint with Animal Control**

In accordance with the contract established with Portage County, HSPC's Animal Control team responds to calls regarding lost and found pets, nuisance animals, animal mistreatment and neglect, and other domestic animal-related calls as requested or needed. Complaints or concerns regarding wildlife are referred to a wildlife rehabilitator or local pest control service. Calls from out of the county or in non-service areas are referred to the appropriate agency or representative.

Every complainant is asked to provide their full name and phone number at the beginning of the call, pursuant with basic law enforcement practices. Callers may remain anonymous, but are informed that remaining anonymous can limit the extent to which Animal Control is able to investigate a situation. Animal Control personnel do not share personal information with callers or suspects, but suspect and reporting party information is logged in Animal Control reports, which are subject to open records laws. Again, this is a normal practice in law enforcement.

After the caller's information has been obtained, the responding officer or dispatcher collects information to determine the priority of the call. In the case of an emergency, the officer will respond immediately, and collect additional information as the situation progresses. Incidents in which public safety may be at immediate risk are given highest priority. In non-emergency situations, the officer or dispatcher will ask the caller fact-based questions to determine if there is reason to believe that a violation is occurring. Generally, the caller is required to provide the specific location of where an alleged violation is occurring, preferably the exact address of the animal owner. The officer will use this information to check complaint history. In general, calls that are made while the reported violation is occurring are given higher priority. Many Animal Control calls are handled in a span of hours or less, with minimal conflict. Other cases take weeks or months to reach resolution, depending on many factors.

Callers are encouraged to speak and behave patiently and cooperatively with Animal Control personnel and any other involved law enforcement. Our officers are trained and required to make fact and evidence-based decisions throughout the course of duty. This means that in the case of a dispute or allegation, both parties will be interviewed and given a chance to explain their perspective, and any available and relevant evidence will be evaluated. Our team operates within constraints as determined primarily by state and local law. Thus, one caller's opinion or standard of belief may differ from another, and may differ from what action we are authorized to take. We understand that animal-related concerns can be sensitive and our team is trained and held to high standards of conduct in the field to respect a wide range of beliefs among the public.

We embrace educational techniques as an invaluable tool, both for mitigating conflict with callers and for resolving potential violations. We perform consistent and thorough research on best practices in the industry, and align these findings with their applicability within the scope of legislation, the contractual agreement, and organizational policy.

Updated 10/2019

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**Humane Society of Portage County  
Animal Control**

3200 Iber Lane, Plover, WI 54467 ~ 715-344-6012

Date: \_\_\_\_\_ Time: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

**A complaint has been registered against you for the following animal control ordinance violation(s):**

- Animal(s) running at large
- Failure to license animal(s)
- Inadequate food/shelter/water
- Inadequate sanitation
- Barking/howling animal(s)
- Mistreatment of animal(s)
- Other \_\_\_\_\_

**Your animal(s) have been taken into protective custody for the following animal control ordinance violation(s):**

- Animal(s) running at large
- Animal(s) injured or in physical pain/distress
- Other \_\_\_\_\_

**You must contact an animal control officer within 24 hours to discuss remedy of the situation. We can be reached at 715-344-6012 during Humane Society business hours; please call the Portage County Sheriff's Department at 715-346-1400 before or after hours and a sheriff's dispatcher will patch you through to the animal control officer on call.**



**Portage County  
Animal Control  
and Protection**

www.hspcwi.org  
715-344-6012 Ext. 305  
humane.officer@hspcwi.org

Animal Control  
3200 Iber Lane  
Plover, WI 54467

ENTER ADDRESS

Wednesday, March 20, 2019

Current Resident(s),

Portage County Animal Control has received complaints of an animal(s) running at large off of your property. This notice serves as an initial warning; evidence of further violations may result in citation under county ordinance. Refer to the reverse page for Portage County's Nuisance Animal Ordinance.

In addition to the above complaint, our records indicate that you have not purchased a dog license for 2019. If you have already licensed your dog this year please contact the Humane Society using the above phone number. Dog licenses must be renewed **each calendar year** per WIS 174.05 and Portage County Ordinance 9.4.4.

**You have 10 days from the above date to obtain a Portage County Dog License or provide proof of an existing license to the Humane Society. Failure to do so may result in citation.** Licenses can be purchased from your municipal office or at the Humane Society of Portage County. Proof of current rabies vaccination is required to purchase a license. Refer the ordinance on the opposite page for further information.

Thank you in advance for the resolution of this situation and for your continued cooperation.

Sincerely,

Portage County Animal Control and Protection  
3200 Iber Lane  
Plover, WI 54467



#### **4.9.12 Nuisance Animals:**

(1) No person owning any animal or fowl shall allow the same to run at large within the County.

(2) The owner or keeper shall be liable for all damages done by such animal while so at large, although he escapes without the fault of such owner or keeper; and the construction of any fence shall not relieve such owner or keeper from liability.

#### **4.9.4 Dog Licenses**

(1) Requirement. The owner of a dog more than 5 months of age on January 1 of any year, or 5 months of age within the license year, shall annually, or on or before the date the dog becomes 5 months of age, pay the dog license tax and obtain a license.

(2) Tax. The dog license tax shall be \$6.00 for a neutered male dog or spayed female dog, upon presentation of evidence that the dog is neutered or spayed, and \$16.00 for an un-neutered male dog or un-spayed female dog. The county board may, by a majority vote of the members present at any regular meeting, raise the minimum dog license tax to cover the cost of animal control in the County. The presentation of a rabies certificate issued by a licensed veterinarian is necessary to receive a license. (3) License Year. The license year commences on January 1 and ends on the following December 31.

(4) Late Fees. The collecting official shall assess and collect a late fee of \$5.00 from every owner of a dog five months of age or over, if the owner failed to obtain a license prior to April 1 of each year, or within 30 days of acquiring ownership of a licensable dog or if the owner failed to obtain a license on or before the dog reached licensable age. All late fees received or collected shall be paid into the local treasury as revenue of the town, village or city in which the license was issued.

(5) Multiple Dog License Option: Any person who keeps or operates a kennel may, instead of the license tax for each dog required by this chapter, apply to the collecting official for a multiple dog license for the keeping or operating of the kennel. Such person shall pay for the license year a license tax of \$50.00 for a kennel of 12 or fewer dogs and an additional \$6.00 for each dog in excess of 12. Upon payment of the required multiple dog license tax and upon presentation evidence that all dogs over 5 months of age are currently immunized against rabies, the collecting official shall issue the multiple dog license and a number of tags equal to the number of dogs authorized to be kept in the kennel. Late fees under section 4.9.4(4) are applicable to this section. This does not exempt the owner of any kennel fees and inspection under the Portage County Commercial Animal Establishment Section 4.9.14.



## **Barking Dog Incident Report**

### **Overview**

A Portage County resident may elect to file a noise complaint against the owner of a dog that is creating a disturbance by barking, howling, or yelping. There are two scenarios described below.

#### Dog **IS** barking in the presence of an officer (less likely)

- Dog must be continually barking for 15 minutes or more.
- The dog must be in the presence of the officer
- A citation may be issued based on the circumstances

#### Dog **IS NOT** barking in the presence of an officer (more likely)

- An officer cannot issue a citation based upon what they have personally witnessed because they did not witness the dog barking. They are relying on information provided by you to prove the case.
- On the first reported complaint, notification will be made with the pet owner informing them that their dog is causing a disturbance and that they need to correct the situation.
- A **Barking Dog Incident Report** and a **Barking Dog Incident Log** will be provided to the complainant.
  - The Barking Dog Incident Log helps to determine if the barking is excessive and determines if enforcement is necessary. The log can also help indicate the pattern of barking and when an officer should visit to witness the barking.
- To increase the possibility of legal action and charges being filed, please include additional witnesses, such as neighbors residing within the vicinity, who are willing to complete a complaint form and appear in court. You may file a complaint without additional witnesses. However, it may become a situation whereby it could be the pet owner's word against yours.
- There is no set threshold on how many times a dog has to bark or how long a dog has to bark to be considered disturbing. Each case is based upon its specific elements.



- The case will be decided upon information provided by you. Therefore, it is recommended that you be as detailed as possible and provide as much evidence as possible.

**INSTRUCTIONS FOR KEEPING LOG**

1. Be specific. Do not write that the dog barked all day. Write which day, what time barking started, and when it ended.
2. Keep the log for 48 continuous hours. It is not necessary to stay up at night to monitor noise. Make a note when the barking annoys you.
3. Indicate each and every time the noise is annoying and for how long the animal makes the noise. Verify that the animal being complained about is the animal making the noise.
4. If there are multiple addresses containing barking dogs, a separate log must be filled out for each address.
5. When the log is completed, contact Animal Control to let them know you have mailed it or emailed it.

**A detailed, specific, and accurate log is absolutely necessary in order to resolve the noisy animal problems**

\*\*\*\* Sample Log \*\*\*\*

#	Date	Time Began	Time Ended	Owners Home?	Location of Dog	Your Location	Description of event
1	6/16/22	6:16AM	6:32AM	Y	In the yard	In my yard	working in the garden and dog started barking at me
2	6/16/22	12:44PM	1:14PM	N	In the house	In my home	People walked by on the street, dog barked at them
2	6/17/22	3:14PM	3:42PM	UNK	In the house	In my yard	Dog saw me, barked through the window



### **Barking Dog Incident Report**

Complete this form along with the Barking Dog Log

#### **Complainant Information:**

Form completed by: \_\_\_\_\_

Address: \_\_\_\_\_

Phone #: \_\_\_\_\_

#### **Suspect Information**

Dog's address: \_\_\_\_\_

Owner's name (if known): \_\_\_\_\_

Description of Dog(s): \_\_\_\_\_

	Breed	Color	Size
A)	_____		
B)	_____		

#### **Additional Witnesses**

Name: \_\_\_\_\_

Address: \_\_\_\_\_ Phone #: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_ Phone #: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_ Phone #: \_\_\_\_\_

#### **Signature of Person Making the Report:**

Sign: \_\_\_\_\_ Date: \_\_\_\_\_

Every notation must be factual and truthful.

#	Date	Time Began	Time Ended	Owners Home? Y/N/?	Location of Dog	Your Location	Description of Event
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							

**Read before you sign!** By signing this Barking Dog Incident Log, you are stating that during the date(s) and time(s) listed above, the noise of this particular dog was loud, annoying, and was disturbing **you personally**. If legal action is taken and a trial is set, you will be subpoenaed and required to testify in court based on your observations recorded within this document.

Complainant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed complainant name: \_\_\_\_\_

Complainant's address: \_\_\_\_\_



## How to Treat Excessive Barking

Getting your dog to bark less will take time, work, practice, and consistency. It won't happen overnight, but with proper techniques and time, you can see progress.

Here are a few tips to remember as you start your efforts to control your dog's barking.

- Shouting stimulates your dog to bark more because he thinks you're joining in. So the first rule is to speak calmly and firmly, but don't yell.
- Most dogs don't know what you want when you're yelling at them to "shut up." So train your dog to understand the word "Quiet!"

Once you know why your dog is barking, you can start working on ways to decrease his annoying habit. Here are some specific reasons why dogs bark, and how you can help lessen the noise:

**Territorial/Protective/Alarm/Fear:** Because this type of barking is often motivated by fear or a perceived threat to their territory or people, it can be lessened by limiting what your dog sees. If he's in a fenced yard, use solid wood instead of chain fencing. Indoors, limit access to windows and doors or cover them with an opaque film.

**Boredom/Loneliness:** If your dog barks excessively while you're gone, you need to provide more activities or companionship to keep him from being lonely or bored.

Bringing an outdoors dog inside will lessen the noise impact on neighbors, and provide extra security for your home. It's also safer because dogs left alone outside can face theft, escapes, poisoning, harassment, and other dangers.

Providing something for your dog to do during the day also can help. Try leaving out a couple of food-dispensing toys, which come in different shapes and sizes. These can keep him busy for several hours, then he'll probably take a nap.

Dogs that bark all night should be brought indoors. Dogs quickly learn to sleep quietly inside, and are added protection for your family.

**Attention seeking:** Never reward barking. If your dog barks when he wants water, and you fill the dish, you've taught him to bark to get what he wants. If he barks to go outside, it's the same.

If he barks and you see his dish is empty, wait a few minutes, go do something else, then fill it, so he won't know his barking was effective.

Remember not to scold your pet. For a dog, that's still considered attention. The key is to ignore your dog and what he wants, until he stops barking.

**Separation Anxiety/Compulsive Barking:** Separation anxiety and compulsive barking are both difficult to treat and should be handled with the help of a veterinary behaviorist or a certified applied animal behaviorist. Dogs with these problems often need drug therapy to help them cope while learning new, more acceptable behaviors.

- Don't encourage your dog to bark at some noises (a door slamming, people walking by) and discourage him from barking at others. Be consistent.
- Never use a muzzle or other means of constraint to keep a dog quiet for long periods or when they aren't supervised. It can be dangerous to your pet.

*<http://pets.webmd.com/dogs/guide/understanding-why-dogs-bark?>*

## Bite Reporting

Bite cases generally come to us through either a hospital or the Sheriff's Department. Name, address, & phone number of both victim and pet owner are taken at that time. Contact is made with both parties. Quarantine orders are issued as soon as possible. If the dog is current with its rabies vaccine, the quarantine can be done at home. At this time we find out if the dog is also licensed. If it is not, a seven day notice is given so the owner can purchase a Portage County dog license. If after the seven days no license is purchased, a citation will be issued.

If the pet is not current with the rabies vaccine, the pet needs to be taken to an approved quarantine facility. That can be done at HSPC, or a vet of their choosing. During that time the pet is seen three times by DVM to exclude any health issues. At the end of the ten days the pet is given a rabies vaccine. It is at that time we can issue a Portage County dog license. A license cannot be issued with out a current rabies certificate, and the rabies vaccine is not allowed to be given during the ten day quarantine.



# Animal Control

## Humane Society of Portage County

3200 Iber Lane • Plover, Wisconsin 54467 • 715-344-6012

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[Click here to enter text.](#)

January 17, 2017

Re: Quarantine Letter to Victim

You or someone in your household has recently been involved in an animal bite case.

We understand that it can be a very overwhelming and confusing situation. We have enclosed some information from the Wisconsin Division of Public Health, Wisconsin Department of Agriculture, and the Trade and Consumer Protection to help you understand the quarantine process.

The animal will be quarantined for rabies.

If you have any questions at all please call the Humane Society at 715-344-6012.

Sincerely,

Choose an item.

Humane Officer

Portage County Humane Officer



# What You Need To Know If Your Cat Or Dog Bites Someone

## Wisconsin Quarantine Requirements for Dogs and Cats that have Bitten a Person

*Wisconsin state law (SS 95.21) requires that any dog or cat which bites a person be quarantined for ten days so that it can be observed for signs of rabies. This brochure explains what such a quarantine involves and gives the reasons why these measures must be taken. Note that the information in this brochure applies only to dogs and cats that have bitten a person, and that the requirements of the quarantine vary depending on whether the animal is current on its rabies immunizations.*

### **UNVACCINATED Dogs and Cats**

If an unvaccinated dog or cat bites a person and breaks skin, an officer will order that animal quarantined for a period of at least 10 days after the bite. The "officer" can be a public health official, a law enforcement officer, a DNR warden, or a humane officer.

Within 24 hours after the quarantine order is issued, the unvaccinated dog or cat must be delivered to an isolation facility (e.g. veterinary clinic, humane society shelter, pound) for a 10 day observation period.

During the 10 day quarantine the dog or cat will be held under strict isolation at the isolation facility and examined by a licensed veterinarian on the first day, the last day, and one intervening day of the observation period.

The quarantine may be released after the veterinarian certifies that the animal has exhibited no signs of rabies during the 10 day quarantine period.

The veterinarian may extend the quarantine if clinical signs warrant the extension. This rarely occurs.

After the quarantine is released, the animal can be vaccinated against rabies. Rabies vaccinations are not to be administered during the observation period.

In the event that an animal under quarantine does exhibit signs of rabies, state statute requires that the animal be euthanized and submitted for rabies testing.

**The owner of the animal is responsible for all expenses incurred in connection with the quarantine.**

### **VACCINATED Dogs and Cats**

If a vaccinated dog or cat (as shown by a valid rabies certificate) bites a person and breaks skin, an officer will order that animal quarantined for a period of at least 10 days after the bite. The "officer" can be a public health official, a law enforcement officer, a DNR warden, or a humane officer.

Vaccinated dogs and cats may be quarantined on the premises of the owner if the animal is kept in an escape proof enclosure or in the home and walked on a leash by a responsible adult. If a quarantine cannot be adequately maintained on the premises of the owner, an officer may order a vaccinated dog or cat to be quarantined at an isolation facility.

During the 10 day quarantine the dog or cat must be examined by a veterinarian on the first day, the last day, and one intervening day of the observation period. This is the only time the animal may leave the owner's premises.

If the animal displays signs of illness or a change in behavior, it is crucial that the owner notify the veterinarian immediately.

The quarantine may be released if the veterinarian certifies that the animal has exhibited no signs of rabies during the 10 day quarantine period.

The veterinarian may extend the quarantine if clinical signs warrant. This rarely occurs.

Rabies vaccinations are not to be administered during the observation period.

In the unlikely event that an animal under quarantine does exhibit signs of rabies, state statute requires that the animal be humanely killed and the brain submitted for rabies testing.

The owner of the animal is responsible for all expenses incurred in connection with the quarantine.

### **Why is the 10-Day Quarantine Period Necessary?**

Rabies is a fatal viral infection of the central nervous system of warm-blooded animals, including humans. It is usually transmitted through the bite of an animal that has the virus in its saliva, or more rarely by contamination of an open cut or mucous membrane (eyes, nostrils or mouth) with saliva of a rabid animal.

When a healthy-appearing dog or cat bites a person, there is a remote possibility that the dog or cat could be in the infectious phase of the disease without showing signs of rabies. (That is, the animal could have the rabies virus in its saliva.) In these rare cases, the animal will develop recognizable signs of rabies in a few days allowing time to treat the bite victim preventively for rabies exposure.

The 10 day quarantine period ensures that the dog or cat remains available so that it can be observed for signs of rabies. If the animal remains well during the 10 days, this indicates it did not have the rabies virus in its saliva at the time of the bite, and therefore the bite victim does not have to receive an expensive and unpleasant series of shots to prevent rabies. This is why it is so important that the dog or cat under quarantine be strictly confined at all times to ensure that it cannot run away or be injured.

The 10 day confinement and observation period for dogs and cats that bite humans has stood the test of time as a way to prevent human rabies. This quarantine period avoids the need to destroy the biting dog or cat in order to test its brain for the rabies virus.

### **Penalty for Failing to Comply With Quarantine Requirements**

State statute provides for a fine of \$100 - \$1,000 or 60 days imprisonment or both for failure to comply with a quarantine order.

*- - This brochure developed by the Wisconsin Department of Agriculture, Trade and Consumer Protection, in collaboration with the Division of Public Health and the State Laboratory of Hygiene - -*

2/01/2012

## **Rabies** (Hydrophobia)

### **What is rabies?**

Rabies is a viral disease affecting the central nervous system. It is transmitted from infected mammals to man and is virtually always fatal once symptoms appear. Human rabies is rare in the United States, but still frequently occurs in many developing nations. The most recent case of human rabies in Wisconsin occurred in 2010; prior Wisconsin cases occurred in 2004, 2000, and 1959.

### **Who gets rabies?**

All mammals, including humans, are susceptible to rabies. In Wisconsin, skunks and bats are by far the most likely animals to carry the rabies virus, although rabies also has occurred sporadically in dogs, cats, foxes, raccoons and livestock.

### **How is rabies spread to humans?**

Rabies is contracted by exposure to a rabid animal. The exposure is nearly always through a bite, but rabies can also be transmitted if a rabid animal scratches a person or if its saliva comes into contact with broken skin. Because bites and scratches from bats may go unnoticed if a person is sleeping, is very young, or is mentally incapacitated, a physician should be contacted if a bat is found in the same room with a young child, or with a sleeping or mentally incapacitated adult. Similarly, if a person has had any physical contact with a bat and the possibility of a bite or scratch cannot be ruled out, rabies preventive treatment might be indicated.

### **What are the symptoms of rabies?**

Early symptoms may include irritability, headache, fever, double vision, and itching or pain at the exposure site. The disease eventually progresses to spasms of the throat and the muscles used for breathing, convulsions, delirium, paralysis and death. It is important to note that by the time any symptoms appear, rabies cannot be successfully treated.

### **How soon after exposure do symptoms appear?**

The time between exposure and the onset of symptoms is variable but averages one to three months in humans. Incubation periods of several years have been reported.

### **Is a human able to spread rabies?**

Person to person transmission has never been documented, but is likely possible, so precautions should be taken to prevent exposure to the saliva of the diseased person. Tissues from individuals with rabies must not be used in transplant procedures.

### **What is the treatment for exposure to rabies?**

The most effective rabies prevention is immediate thorough cleansing of animal bite or scratch wounds with liberal amounts of soap and water. If circumstances of the exposure warrant it, a physician may give the bite victim an injection of rabies immune globulin and four to five injections of a rabies vaccine administered in the arm as a preventive measure.

In most instances, however, observation or testing of the biting animal will rule out the possibility of rabies and will therefore eliminate any need for the bite victim to undergo the series of injections. Because of this, it is important for bite victims to notify their local health department (or local law enforcement when public health staff are unavailable) whenever a bite occurs to ensure that the biting animal is appropriately and legally observed or tested for rabies. The victim's physician should also be notified promptly. DO NOT destroy or release the biting animal until public health authorities can be consulted.

### **What happens if rabies exposure goes untreated?**

Exposure of a human to a rabid animal does not always result in rabies. If preventive treatment is obtained promptly following a rabies exposure, virtually all cases of rabies will be prevented. However, if preventive treatment is not administered and signs of rabies develop, the disease is virtually always fatal. All animal bites, regardless of whether the animal is available for rabies observation or testing, should be evaluated by a health professional to determine if treatment is necessary.

### **What can be done to prevent the spread of rabies?**

Exposure to rabies may be minimized by eliminating stray dogs and cats; having pet dogs, cats, ferrets, and livestock vaccinated against rabies; and staying away from all wild animals, especially those acting abnormally. Do not keep exotic or wild animals as pets, regardless of how young or cute they are. Exclude bats from living quarters by keeping screens in good repair and by closing up any small openings that could allow them to enter.

Persons traveling to developing countries in which rabies is prevalent, or persons who are at ongoing risk of possible rabies exposure (e.g., veterinarians, animal control officers) should ask their doctor about receiving the PRE-exposure rabies vaccination.

Persons who are bitten by any mammal should promptly cleanse the bite wound with liberal amounts of soap and water, and contact their physician and their local health department. Persons who have been in close physical proximity to bats and who cannot rule out the possibility of physical contact should likewise contact their physician. If the offending animal can be safely captured without incurring further injury, it is advisable to do so, and then hold the animal until the local health department can be consulted.

Developed by the Wisconsin Bureau of Communicable Diseases and Emergency Response  
Communicable Diseases Epidemiology Section



# Wisconsin Quarantine Requirements for Dogs and Cats

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*Wisconsin state law (SS 95.21) requires that any dog or cat which bites a person be quarantined for ten days so that it can be observed for signs of rabies. This brochure explains what such a quarantine involves and gives the reasons why these measures must be taken. Note that the information in this brochure applies only to dogs and cats that have bitten a person, and that the requirements of the quarantine vary depending on whether the animal is current on its rabies immunizations.*

## **UNVACCINATED Dogs and Cats**

If an unvaccinated dog or cat bites a person and breaks skin, an officer will order that animal quarantined for a period of at least 10 days after the bite. The "officer" can be a public health official, a law enforcement officer, a DNR warden, or a humane officer.

Within 24 hours after the quarantine order is issued, the unvaccinated dog or cat must be delivered to an isolation facility (e.g. veterinary clinic, humane society shelter, pound) for a 10 day observation period.

During the 10 day quarantine the dog or cat will be held under strict isolation at the isolation facility and examined by a licensed veterinarian on the first day, the last day, and one intervening day of the observation period.

The quarantine may be released after the veterinarian certifies that the animal has exhibited no signs of rabies during the 10 day quarantine period.

The veterinarian may extend the quarantine if clinical signs warrant the extension. This rarely occurs.

After the quarantine is released, the animal can be vaccinated against rabies. Rabies vaccinations are not to be administered during the observation period.

In the event that an animal under quarantine does exhibit signs of rabies, state statute requires that the animal be euthanized and submitted for rabies testing.

**The owner of the animal is responsible for all expenses incurred in connection with the quarantine.**

## **VACCINATED Dogs and Cats**

If a vaccinated dog or cat (as shown by a valid rabies certificate) bites a person and breaks skin, an officer will order that animal quarantined for a period of at least 10 days after the bite. The "officer" can be a public health official, a law enforcement officer, a DNR warden, or a humane officer.

Vaccinated dogs and cats may be quarantined on the premises of the owner if the animal is kept in an escape proof enclosure or in the home and walked on a leash by a responsible adult. If a quarantine cannot be adequately maintained on the premises of the owner, an officer may order a vaccinated dog or cat to be quarantined at an isolation facility.

During the 10 day quarantine the dog or cat must be examined by a veterinarian on the first day, the last day, and one intervening day of the observation period. This is the only time the animal may leave the owner's premises.

If the animal displays signs of illness or a change in behavior, it is crucial that the owner notify the veterinarian immediately.

# Wisconsin Quarantine Requirements for Dogs and Cats

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Rabies vaccinations are not to be administered during the observation period.

In the unlikely event that an animal under quarantine does exhibit signs of rabies, state statute requires that the animal be humanely killed and the brain submitted for rabies testing.

The owner of the animal is responsible for all expenses incurred in connection with the quarantine.

## **Why is the 10-Day Quarantine Period Necessary?**

Rabies is a fatal viral infection of the central nervous system of warm-blooded animals, including humans. It is usually transmitted through the bite of an animal that has the virus in its saliva, or more rarely by contamination of an open cut or mucous membrane (eyes, nostrils or mouth) with saliva of a rabid animal.

When a healthy-appearing dog or cat bites a person, there is a remote possibility that the dog or cat could be in the infectious phase of the disease without showing signs of rabies. (That is, the animal could have the rabies virus in its saliva.) In these rare cases, the animal will develop recognizable signs of rabies in a few days allowing time to treat the bite victim preventively for rabies exposure.

The 10 day quarantine period ensures that the dog or cat remains available so that it can be observed for signs of rabies. If the animal remains well during the 10 days, this indicates it did not have the rabies virus in its saliva at the time of the bite, and therefore the bite victim does not have to receive an expensive and unpleasant series of shots to prevent rabies. This is why it is so important that the dog or cat under quarantine be strictly confined at all times to ensure that it cannot run away or be injured.

The 10 day confinement and observation period for dogs and cats that bite humans has stood the test of time as a way to prevent human rabies. This quarantine period avoids the need to destroy the biting dog or cat in order to test its brain for the rabies virus.

## **Penalty for Failing to Comply With Quarantine Requirements**

State statute provides for a fine of \$100 - \$1,000 or 60 days imprisonment or both for failure to comply with a quarantine order.

*- - This brochure developed by the Wisconsin Department of Agriculture, Trade and Consumer Protection,  
in collaboration with the Division of Public Health and the State Laboratory of Hygiene - -*

2/01/2012

# Rabies Quarantine Veterinarian Visit Sheet

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**Bite Report Number:** N/A

**Owner's Information:**

Owner: Elyssa Kluball Kingstad

\*Cell: (414) 630-6324

\*No current e-mail addresses

\*Home: 116 Meadow Street

Stevens Point, WI 54481-1737

**Animal Information:**

Name: Jaeger

Species: Dog

Breed: Australian Cattle Dog (mix)

Age: Unknown

Sex: Male

Vet Name: \_\_\_\_\_

Vet Phone: \_\_\_\_\_

Veterinary records have been received from Jaeger's vet? \_\_\_\_\_ Yes or No

Rabies Expiration Date: \_\_\_\_\_

Rabies Serial Number: \_\_\_\_\_

**QUARANTINE DATES**

Bite Date: 10/20/2020 at 11:13 PM      Release Date: 10/30/2020

\_\_\_ I have observed no sign(s) of abnormal behavior.

\_\_\_\_\_ First Day: \_\_\_\_\_

\_\_\_\_\_ Random Day: \_\_\_\_\_

\_\_\_\_\_ Tenth Day: \_\_\_\_\_

**NOTES/COMMENTS:**

-

Please fax or mail completed form and a copy of rabies certificate to:

Humane Officer of Portage County, 3200 Iber Lane, Plover WI 54467    Phone: (715) 344-6012    Fax: (715) 344-5954

## Out of Shelter Quarantine Protocol

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Purpose: To review the Humane Society of Portage County (HSPC) rabies and quarantine information that an animal owner needs to be aware of to ensure the animal and bite victim are cared for appropriately.

HSPC Humane Officer or designated agent

### **Owner of the animal**

#### **The animal's rabies must be verified with their vet before quarantine at home is permitted**

Documents needed:

- Quarantine Letter Owner
  - Wisconsin Quarantine Requirements for Dogs and Cats
  - Rabies Disease FAQ Sheet
  - Rabies Quarantine Veterinarian Visit Sheet
- 
- Call the owner of the animal to inform them they need to have the animal quarantined at home for 10 days from the date of the bite.
  - Complete the animal's information, owner's information, as well as the history section on the Rabies Quarantine Vet Visit Sheet while speaking with the owner on the phone.
  - Mail the documents needed to the owner of the animal.
  - During that time they will need to visit a veterinarian of their choice 3 times. As soon as they can after the bite took place, a random day, and on the final day of the quarantine.
  - They will need to have their veterinarian complete the Rabies Quarantine Vet Visit Sheet. The Rabies Quarantine Vet Visit Sheet along with a copy of the rabies sticker can be fax to the Humane Society of Portage County. (715) 344-5954

### **Victim**

Documents needed:

- Quarantine Letter Victim
  - Wisconsin Quarantine Requirements for Dogs and Cats
  - Rabies Disease FAQ Sheet
- 
- Mail the documents needed to the victim of the bite.
  - Call the victim of the animal bite to inform them the animal will need to be quarantined at home for 10 days from the date of the bite.
  - Once the Rabies Quarantine Vet Visit Sheet is completed and faxed to the Humane Society of Portage County, contact the victim that the animal was cleared of rabies.

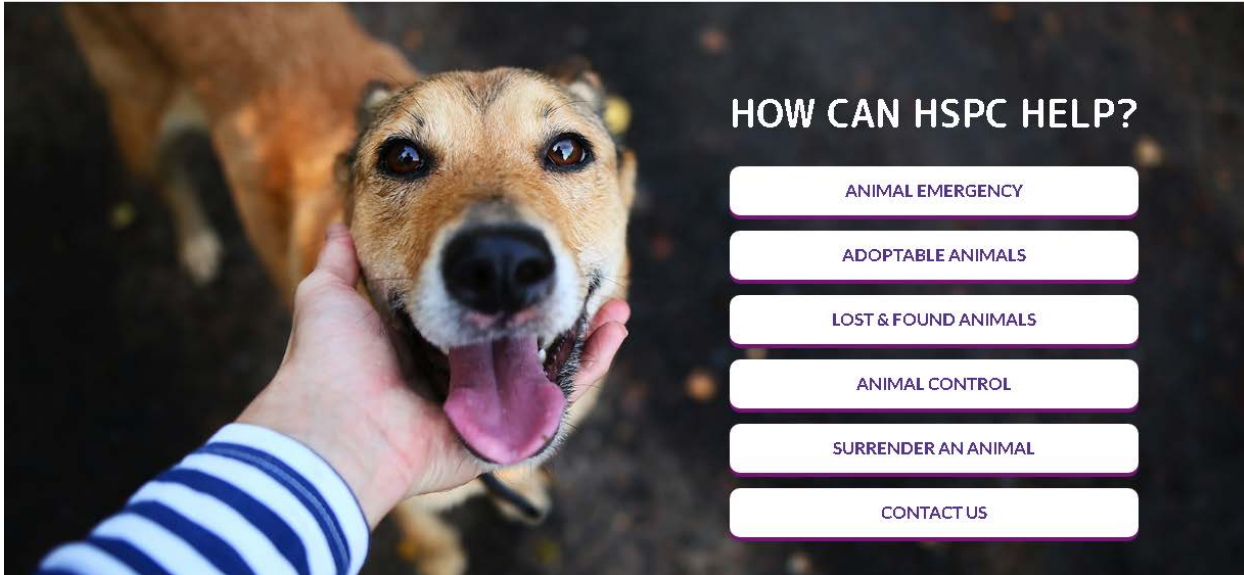
# Lost and Found Information on HSPC website

WWW.HSPCWI.ORG



ADOPT HOW TO HELP EVENTS CONTACT

DONATE



## LOST AND FOUND ANIMALS

For more information on reporting a lost or found pet, or claiming a pet, visit our [Animal Control](#) page.

This list includes found animals reported by the Humane Society of Portage County plus found or lost animals reported by the public.

To add a lost or found animal, you [must file a report here](#) (registration required).

We are always attempting to reunite the pets we find with their owners. The laws controlling when an animal becomes available for adoption vary based on how the animal came to us and if we know the owner. For adoption inquiries, please visit the [Adoptable Animals](#) page for current available pets.

SPECIES

All Species ▼

SEARCH

# Lost and Found Information on HSPC website

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[LOST A PET](#) [RECLAIM A PET](#) [FOUND A PET](#) [ANIMAL ORDINANCES](#) [TRAP LOAN PROGRAM](#)

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## WHAT TO DO IF YOU LOST A PET

### It is your responsibility to search for your missing pet

Uncontrolled and stray animals may:

- attack people and other animals,
- spread or acquire diseases such as rabies and distemper,
- become injured,
- damage or destroy property, and
- Contribute to motor vehicle collisions

[Lost and found reports](#) may be placed anytime by anyone on our website. All lost & found animals are viewable on our [Lost & Found page](#).

[Click here to file a lost or found animal report!](#)

Once you have searched the [Lost & Found](#) animals on the website and added your [Lost Pet Report](#) you can also:

- Add your lost dog to [Lost Dogs of Wisconsin](#) or add your lost cat to [Lost Cats of Wisconsin](#).
- Create Lost Posters and post them with permission in area stores, vet clinics and schools
- Check the local newspapers, on social media and online classifieds for lost or found animal ads
- Post a lost animal ad in the local newspapers, on social media and online classifieds

## Resources

Wisconsin Laws related to keeping a found animal

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[2020 Animal Control Report](#)

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[2020 Animal Control Presentation](#)

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[2017 Portage County Sheriff's presentation on Animal Control](#)

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[Barking Dog Incident Report](#)

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## Lost and Found Information on HSPC website



Found

Found 10/06/2021

**Sy (shelter ID 23143)**  
Cat (Domestic Short Hair)

Color: Gray  
Gender: Male  
Age: Baby  
Location Found: N Elm Road in the Town of Carson

**Contact:** Contact Humane Society Of Portage County for more information



Lost

Lost 10/05/2021

**Luna**  
Cat (Maine Coon)

Color: Gray  
Gender: Female  
Age: Young  
Location Lost: By P.J. Jacobs junior high school  
Gray and white with a pink nose

**Contact:** 715-347-4349



Found

Found 10/05/2021

**Amelia Egghart (shelter ID 23142)**  
Chicken (Chicken)

Color: Black  
Gender: Female  
Age: Adult  
Location Found: Canterbury Drive in the Village of Plover

**Contact:** Contact Humane Society Of Portage County for more information



Found

Found 10/04/2021

**Aaron (shelter ID 23141)**  
Cat (Domestic Short Hair)

Color: Orange  
Gender: Male  
Age: Baby  
Location Found: Highway 51 North in the City of Stevens Point

**Contact:** Contact Humane Society Of Portage County for more information



Found

Found 10/02/2021

**Bagheera (shelter ID 23134)**  
Cat (Domestic Short Hair)

Color: Black  
Gender: Male  
Age: Adult  
Location Found: Oriole Lane in the Town of Dewey

**Contact:** Contact Humane Society Of Portage County for more information



Found

Found 09/29/2021

**Strawberry (shelter ID 23126)**  
Cat (Domestic Short Hair)

Color: Brown  
Gender: Female  
Age: Baby  
Location Found: Brilowski Road in the Town of Hull

**Contact:** Contact Humane Society Of Portage County for more information


## Lost and Found Information on HSPC website

Shortly after lost or found animals appear on lost and found page they are posted to the HSPC Facebook Page. The post below shows it reached more than 10,000 viewers

**Humane Society of Portage County**

September 2 · 🌐

FOUND DOG LOCATED AT HSPC! HELP US FIND HER OWNER!  
 The shelter-assigned name is Kelsey, ID# 23050  
 FOUND 09/02/21 near Feltz Dairy Farm on Porter Drive in the Town of Plover WI. Here is a link to the Lost & Found list [www.hspcwi.org/lost-found](http://www.hspcwi.org/lost-found). Lost & Found list entries are in "date lost/found" sequence.  
 Contact: Humane Society Of Portage County. Call 715-344-6012 during business hours. If this is your animal please see the reclaim protocol on our website. Here is the link [www.hspcwi.org/animal-control](http://www.hspcwi.org/animal-control). When you take the link, select "RECLAIM A PET".  
 We will not be able to answer inquiries or questions about a found animal on Facebook. Please call 715-344-6012 for answers to your questions.  
 We are deliberately not posting identifying information other than a picture and general location. We want to give the owners the opportunity to correctly identify their animal to ensure the animal goes to the right home. We will try to update the listing if/when the animal has been reclaimed. There is a state mandatory 4-day hold for every stray. After that the animal will be assessed and may be available for adoption. We cannot "hold" any animal for possible adoption. Please check our web site [www.hspcwi.org/adoptable-animals](http://www.hspcwi.org/adoptable-animals) for all our animals currently available for adoption.



**Performance for Your Post**

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**10,294** People Reached

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**351** Reactions, Comments & Shares 📊

<b>66</b> Like	<b>17</b> On Post	<b>49</b> On Shares
<b>3</b> Love	<b>1</b> On Post	<b>2</b> On Shares
<b>33</b> Sad	<b>1</b> On Post	<b>32</b> On Shares
<b>7</b> Comments	<b>1</b> On Post	<b>6</b> On Shares
<b>242</b> Shares	<b>242</b> On Post	<b>0</b> On Shares

**183** Post Clicks

<b>12</b> Photo Views	<b>2</b> Link Clicks 📊	<b>169</b> Other Clicks 📊
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**NEGATIVE FEEDBACK**

<b>10</b> Hide Post	<b>0</b> Hide All Posts
<b>0</b> Report as Spam	<b>0</b> Unlike Page

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Reported stats may be delayed from what appears on posts



# Lost and Found Information on HSPC website

**Humane Society of Portage County**  
October 14 at 1:53pm · 🌐

**THIS CAT HAS BEEN RECLAIMED!** Thanks for your help.  
The shelter-assigned name is Fuddles, ID# 18787  
FOUND 10/14/17 on Forest Dr, Plover WI



👍 Like    💬 Comment    ➦ Share

**Humane Society of Portage County**  
October 12 at 3:18pm · 🌐

**FOUND CATS LOCATED AT HSPC! HELP US FIND THEIR OWNER!**  
The shelter-assigned names are Nettik and Ragmop, ID#'s 18773 and 18775  
FOUND 10/12/17 on Reserve St, City of Stevens Point WI. Here is a link to the Lost & Found list <http://www.hspcwi.org/lost-found.html>.  
Contact: Humane Society Of Portage County. Call 715-344-6012 during business hours. If this is your animal please see the reclaim protocol on our website at <http://hspcwi.org/claim-pet.html>  
We will not be able to answer... See More



**Humane Society of Portage County**  
October 13 at 3:06pm · 🌐

**THIS DOG HAS BEEN FOUND!** Thanks for your help.  
Lulu was lost 10/13/17 from the corner of 4th and Union and was seen running toward Bukolt Park in Stevens Point WI.



**Humane Society of Portage County**  
October 9 at 2:28pm · 🌐

**FOUND DOG LOCATED AT HSPC! HELP US FIND HER OWNER!**  
The shelter-assigned name is Riley, ID# 18755  
FOUND 10/09/17 on Lepak Dr, Plover WI.  
Here is a link to the Lost & Found list <http://www.hspcwi.org/lost-found.html>.  
Contact: Humane Society Of Portage County. Call 715-344-6012 during business hours. If this is your animal please see the reclaim protocol on our website at <http://hspcwi.org/claim-pet.html>... See More





# Portage County Animal Control and Protection

[www.hspcwi.org](http://www.hspcwi.org)  
715-344-6012 Ext 305  
[humane.officer@hspcwi.org](mailto:humane.officer@hspcwi.org)

Animal Control  
3200 Iber Ln  
Plover WI 54467

## Dog License Investigation

Suspected Offender:

You are receiving this letter because you have asked us to perform an investigation into a suspected failure to license a dog in your village.

A current rabies vaccination is required to renew or acquire a dog license. Wisconsin State Statute 174.05 and Portage County Ordinance 4.9.4. require all dogs over five months of age to be licensed and have a current rabies vaccination.

There is not a Wisconsin State Statute or a Portage County Ordinance that requires a person who previously purchased a dog license to report the sale, transfer or demise of the animal that they had previously licensed.

We have sent a letter to the suspected offender listed above. To proceed with our investigation we need a signed complaint providing any information you may have that supports the charge of failing to license a dog.

Please complete the second page of this letter and return it to us in the enclosed envelope.

Thank you for your cooperation,

**Portage County Animal Control and Protection**

**Please return this form by to:**

**Portage County Animal Control  
3200 Iber Ln  
Plover WI 54467**

## Unlicensed Dog Complaint

Complainant name and address is: (Please make corrections as appropriate)

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You can contact me at these phone numbers \_\_\_\_\_

**Suspected Offender**    Name: \_\_\_\_\_  
                                 Address: \_\_\_\_\_  
                                 City: \_\_\_\_\_

**Suspected Animal**    Dog Description: \_\_\_\_\_

Please initial items you have performed and complete any blank spaces for items you initialed.

- \_\_\_\_\_ I mailed information about dog licenses in the tax bills to the suspected offender.  
(Please provide a copy of the information mailed)
  - \_\_\_\_\_ I mailed information about dog licenses in a village newsletter to the suspected offender.  
Date newsletter was mailed \_\_\_\_\_ (please provide a copy of the newsletter)
  - \_\_\_\_\_ I mailed a letter to the suspected offender that specifically related to their failure to license.  
Date letter was mailed \_\_\_\_\_ (please provide a copy of the letter)
  - \_\_\_\_\_ I telephoned the suspected offender inquiring about dog licenses. Date call was made \_\_\_\_\_  
Phone number called \_\_\_\_\_. The results of the call were:
    - \_\_\_\_\_ No answer – no message left
    - \_\_\_\_\_ I left a message for the suspected offender
    - \_\_\_\_\_ I talked to the suspected offender and their response was \_\_\_\_\_
-

\_\_\_\_\_ I have seen the suspected offender with a dog on this date \_\_\_\_\_, at this location

\_\_\_\_\_ the dog's description is \_\_\_\_\_

\_\_\_\_\_ I have received a complaint from (name) \_\_\_\_\_

at address \_\_\_\_\_ dated \_\_\_\_\_ about the  
suspected offender and a dog. (Please provide a copy of the complaint)

\_\_\_\_\_ I have other reasons to believe the suspected offender has an unlicensed dog. Provide details

about the other reasons \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ If the suspected offender is issued a citation for failure to license and the citation is contested in  
a trial, I will testify that the above attempts were made to contact the suspected offender and  
offer evidence that the information provided in this complaint is valid.

### Additional information you would like to share with us.

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I certify the above information is correct.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Printed name \_\_\_\_\_

Title \_\_\_\_\_

# Frequently asked questions about Humane Society of Portage County (HSPC) Trap Loan Program

## **Who does HSPC loan traps to?**

We loan traps to any resident of Portage County Wisconsin that provides a government issued ID card and provides a \$40 refundable deposit for each trap that is loaned.

## **What methods can be used to fund the deposit?**

We prefer deposits to be made by a checks that have a Portage County address printed on the check. We also accept credit or debit cards. We will photo copy these cards. Our last method is cash.

## **What do you do with the deposit?**

The deposit along with a copy of the trap loan agreement are held in a safe. They are NOT deposited or processed until you have not returned the trap and we have exhausted our efforts to contact you and get the trap returned.

## **How soon will I get my deposit refunded?**

When you return the trap to the Humane Society Shelter in good condition your deposit will be immediately returned. Checks will not have been deposited or when using a card – it will not have been processed.

## **Why do you need a photo id?**

We use the photo id to ensure we know how to contact you and to ensure traps are being loaned to Portage County Wisconsin residents.

## **What are the rules for using live traps?**

The rules are printed on the back of this page.

# Humane Society of Portage County (HSPC) Trap Loan Rules

1. Setting and closing traps is the responsibility of the patron.
2. All traps must be closed by 6 p.m. This is to prevent trapping wild animals such as raccoons, opossums, and skunks.
3. Traps may be set as early as 6 a.m.
4. HSPC is able to provide food for the traps.
5. The trap must be covered with a towel or blanket at all times. This provides a safe place for the animal to hide as well as increasing your chances in catching the animal.
6. It is the patron's responsibility to check the traps frequently throughout the day. An animal should never be in a trap over night. If the patron will be gone during the day the trap should be checked before the patron leaves and again when the patron comes home.
7. When an animal is caught, DO NOT attempt to remove the animal from the trap
8. The live trap may either be returned by the patron or picked up by a Humane Officer. To reclaim your deposit the patron must come to the Humane Society of Portage County.
9. Any damage to the trap is the responsibility of the patron.
10. There is a 7 day limit on the use of all HSPC traps. If you need to keep the trap for more than 7 days please call the shelter and ask for a humane officer so we can extend the loan period.
11. If you need any assistance please contact a HSPC Humane Officer at 715-344-6012.
12. If the trap is not returned to the Humane Society within 7 days of the date of rental, the \$40.00 deposit will be forfeited.
13. If the trap is returned with damage that exceeds what is considered normal wear and tear, the deposit will also be forfeited.