



Allouez Village Hall • 1900 Libal Street • Green Bay, WI 54301-2453 • (920) 448-2800 • Fax (920) 448-2850

MEMORANDUM OF UNDERSTANDING  
BETWEEN  
THE VILLAGE OF ALLOUEZ AND MONICA HOFF  
FOR ANIMAL CONTROL SERVICES

- a) Ms. Hoff (Animal Control Staff- ACS) will be hired as employees at a cost of \$15.00 per hour plus mileage. With a rate of time and half after 8:00pm weekdays, weekends and holidays. The ACS will be dispatched by Brown County. Ms. Hoff will serve as the primary and respond to calls first with the Citizens Animal Response Team providing back-up if she is not available. An officer will be dispatched to handle the problem if our animal control staff is not available.
- b) ACS will provide 24/7 service for domestic animal pickup – for an animal that is contained.
- c) Any pickups of cats/kittens will be taken to the Bellevue Kennel for the mandatory seven (7) day hold at a rate of \$40.00, with approval of the Bay Area Humane Society.
- d) ACS will provide pick up for wild animals only if the animal is sick/injured or trapped in some manner or an officer contacts them and requests help on a special problem.
- e) Any dangerous dog issues or special animal needs will be billed at the hourly rate as requested by the DEO and approved by the Village Administrator.
- f) ACS will provide us with a monthly report detailing the status of any animals turned in to the Humane Society from the Village of Allouez.
- g) The Village’s Code and Safety Enforcement Coordinator will be responsible for the following in regard to domestic animal code issues – contacting resident if they have not registered their dog, barking dog issues(in conjunction with the Sherriff’s Department), neighbor complaints on domestic animals etc. He will work with or bring ACS in when and if needed on any incident.
- h) Calls made to ACS services on basic animal related topics will not be added to the time sheet unless in-depth research is required to answer any question.

Effective date: October 23, 2015

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Monica Hoff

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Randy Gast  
Village President

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(Date)

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(Date)

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Debbie Baenen  
Village Clerk

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Debbie Baenen  
Village Clerk

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(Date)

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