

Animal Control

809.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for animal control officers and Urbana Police Department personnel in dealing with animal control related calls for service and to set forth procedures regarding animal control services, the handling of injured animals, and the abatement of animal nuisances.

809.2 ANIMAL CONTROL OFFICER RESPONSIBILITY

The Animal Control Warden is a civilian employee whose primary responsibility is to handle calls for animal problems and cruelty. He/she works during business hours but varies his/her hours when necessary. The Animal Control Warden has the authority to issue City Notices to Appear (NTA) for violations of the City animal ordinance.

809.3 OFFICER RESPONSIBILITY

During hours when the Animal Control Warden (ACW) is off-duty, or if the ACW is otherwise unavailable, animal related calls for service will be handled by the an on-duty officer. Officers will respond to cruelty, vicious, or animal bite reports involving domestic animals and all calls involving injured animals. Officers will complete the report and take all appropriate action.

Officers will not respond to running at large unless the animal is vicious.

809.3.1 ANIMAL CRUELTY COMPLAINTS

During ACW regular duty hours he/she will handle all calls of animal cruelty.

When the ACW is off duty, officers shall conduct a preliminary investigation on all reports of animal cruelty and forward the information to the ACW for follow-up. Officers shall not hesitate to take any immediate actions deemed necessary. The assistance of an animal control warden may be requested to assist with the investigation when appropriate for the purpose of handling the disposition of any animal(s) associated with the case (510 ILCS 70/10).

Violators may have their animals seized in accordance with the law and issued a Notice to Appear (NTA) for a City violation or arrested for a violation of State anti-cruelty statutes.

809.3.2 STRAY DOGS

The Animal Control Warden shall handle cases of dogs running at large. If the dog is in the custody of a person, not the owner, after running at large, the citizen with custody will be asked to keep the animal until the Animal Control Warden can pick it up.

If an officer takes possession of a dog he/she will attempt to identify the owner. If the owner is identified the officer will return the animal to the owner, complete a report and he/she may issue an NTA. If the owner is not identified the officer will transport the dog to the county animal shelter and secure it there. The officer will complete a report and forward information to the Animal Control Warden.

Urbana Police Department

Urbana PD Policy Manual

Animal Control

809.3.3 ANIMAL BITE REPORTS

If the animal is a stray, then every effort shall be made to capture and impound the animal immediately (510 ILCS 5/13).

All domestic animal bites shall be documented with a report

When a person is bitten by a dog, the dog shall be taken to County animal control unless these three conditions are met:

- The dog is vaccinated and the owner has the proper paperwork
- The dog is registered
- The bite occurred on the owner's property.

At this point it will be up to the officer's discretion on whether the owner can keep the dog under quarantine. If the owner is allowed to keep the animal, the report shall be forwarded to the ACW for follow up.

Cats and other small domesticated animals can be left with the owner who will have responsibility to quarantine the animal.

809.3.4 PUBLIC NUISANCE CALLS RELATING TO ANIMALS

Officers shall obtain and forward to the ACW as much information as possible regarding the nature of the complaint, complaining person, owner information (if possible), location of problem, etc. The officer will complete a report and NTA if warranted.

In the event responding officers cannot fulfill urgent requests for service because the animal is difficult or dangerous to handle, the shift supervisor may approve calling out the ACW. If the ACW is unavailable, the shift supervisor may also request the assistance of a county animal control officer.

809.3.5 BATS

Only the Animal Control Warden shall handle calls involving bats. After hours citizens shall be referred to Champaign County Animal Control or a private animal contractor. The Animal Control Warden should be notified for all bites involving bats.

809.3.6 RELEASE OF IMPOUNDED ANIMALS

All animals that are impounded at the Champaign County Animal Shelter shall not be released without a Release of Property Receipt from the Urbana Police Department (UPD). All UPD employees shall consult the animal impound log to determine if the animal can be released prior to issuing a release form to any owner. Employees should also determine and make arrangements for the issuance of all City NTA's prior to issuing the release form.

Urbana Police Department

Urbana PD Policy Manual

Animal Control

809.4 DECEASED ANIMALS

Deceased animals on public property will be removed and properly disposed of by a certified and licensed company that is contracted through the City. Officers and citizens should contact the front desk if they come across deceased animals. The Police Services Representative or officer working the front desk will contact the approved company of location and description of deceased animal. The approved company will be responsible for the disposal of the animal by the next business day.

Large deceased animals, such as deer, that are on public property will be removed by Urbana Public Works.

Officers and Animal Control Warden will not remove dead animals.

809.5 INJURED ANIMALS

When any injured domesticated animal is brought to the attention of a member of this agency, all reasonable attempts shall be made to contact the owner or responsible handler. When the owner or responsible handler cannot be located and the animal is not an immediate danger to the community, it shall be taken directly to a licensed veterinarian for necessary medical services (510 ILCS 70/12).

- (a) During normal business hours, the animal should be taken to an authorized veterinary care clinic.
- (b) If after normal business hours, the animal should be taken to the authorized Veterinary Emergency and Critical Care Services Clinic.
- (c) The only exception to the above is when the animal is an immediate danger to the community or the owner of the animal is identified and takes responsibility for the injured animal.
 1. When the need to kill a seriously injured or dangerous animal is necessary, the Firearms and Qualification Policy shall be followed. The decision to dispose of a seriously injured animal will rest with the on-duty Shift Supervisor.
- (d) When handling dead or injured animals, department employees shall attempt to identify and notify the owner of the final disposition of the animal.
- (e) Each incident shall be documented, at minimum, include the name of the reporting party and veterinary hospital and/or person to whom the animal is released. If the ACW is off duty, the information will be forwarded for follow-up.

Injured wildlife should be referred to one of several locations as applicable and depending upon available resources and type of animal: A local rehabilitator, preserve or wildlife care center; a shelter by the Anti-Cruelty Society, Illinois Society for the Prevention of Cruelty to Animals (SPCA), or the Illinois Department of Natural Resources.

- (a) Injured wildlife may be briefly held and transported to wildlife rehabilitators licensed by the State of Illinois. In addition, migratory birds may be taken only to rehabilitators who are in

Urbana Police Department

Urbana PD Policy Manual

Animal Control

possession of appropriate Federal permits issued by the United States Fish and Wildlife Service (USFWS).

- (b) The driver involved in a deer accident may take possession of the dead animal. If the driver does not want the deer, any Illinois resident may claim it (17 Illinois Administrative Code 750.10).
- (c) Officers may destroy seriously injured wildlife that are posing a danger to others or are so badly injured that to allow the suffering to be prolonged would be cruel. This may only be done with the consent and approval of the Shift Supervisor.

809.5.1 VICIOUS ANIMALS

The Animal Control Warden may be called out to assist officers in capturing a vicious animal. If the animal is threatening harm to a human being or other domestic animals and cannot be captured, officers may defend themselves or others with force. This must be done safely and carefully and if time allows, obtain permission of the Shift Supervisor.

809.6 POST-ARREST PROCEDURES

The arresting officer should make a reasonable effort to ensure that animals or pets under a person's care will be provided with adequate care when that person is arrested. This is only required when there is no person to provide care and the arrestee is expected to be in custody for a time period longer than would reasonably allow him/her to properly care for the animals.

Relatives or neighbors may be contacted, with the owner's consent, to care for the animals. If no persons can be found or the owner does not consent, the appropriate animal control authority should be notified.

809.6.1 MISCELLANEOUS

Officers who pick up animals are responsible for cleaning their Department vehicles afterwards.

Animals are not to be stored in the Animal Control Van, but are to be secured at the County Animal Control facility if an officer takes custody of an animal.