

Phone: (920) 674-2048
W6127 Kiesling Road
Jefferson, WI 53549



Email: Shelter@HSJC-wis.com

Bringing people and animals together since 1922

September 16, 2025

Dear Village of Palmyra,

We appreciate your continued partnership with the Humane Society of Jefferson County for animal control services in 2025. We look forward to serving your municipality with the same expertise and dedication in the 2026 contracting year.

The per capita rate for 2026 is \$2.74 per resident. Accounting for population updates, your municipality's payment is \$392.96 monthly or \$4,715.54 annually. If you opt to pay the full amount upfront in January, the cost is \$4,644.81, reflecting a 1.5% discount.

We remain committed to delivering high-quality service and fostering strong relationships with the municipalities we serve. Please notify us of any planned changes to your municipal animal fee structure by 01/01/2026 to ensure a smooth transition.

Attached is the 2026 annual contract. Please sign and return a copy at your earliest convenience. Should your municipal leadership have any questions, we are available for an in-person meeting or to attend a council session to clarify details. Feel free to reach out to me at 920-674-2048 for any assistance.

Best regards,

Thomas DeLadurantey

Thomas DeLadurantey
Executive Director, Humane Society of Jefferson County



HUMANE SOCIETY OF JEFFERSON COUNTY

THE HUMANE SOCIETY OF JEFFERSON COUNTY, INC.

W6127 Kiesling Road, Jefferson, Wi. 53549
(920) 674-2048 Fax (920) 674-9176

SMALL ANIMAL CONTRACT

THIS CONTRACT, made and entered into by and between the **Village of Palmyra** a municipal corporation, organized and existing under and by virtue of the laws of the State of Wisconsin, hereinafter called First Party, and the Humane Society of Jefferson County, Inc., a private non-profit corporation, with its principal place of business in Jefferson County, Wisconsin, hereinafter called the Second Party.

WITNESSETH:

In consideration of this contract, First Party agrees to allow Second Party to retain all boarding fees and agrees to pay **\$398.70** monthly or **\$4,784.38** annually, to impound, process, and dispose of all dogs and cats unlawfully at large in the **Village**. If the First Party chooses to pay the full annual balance within 30 days of the start of the calendar year, a discount of **1.5%** will be applied to the annual fee, for a total payment of **\$4,712.61**

The payment to be made by the First Party shall be computed upon the basis of the population of said city as established by the newer of the most recent Federal Census or most current estimate, at the rate of **\$2.78 (Two dollars and seventy-eight cents)** for each person living within such area. The population of the **Village of Palmyra** based on the most current estimate, is **1,721**.

Second Party in connection herewith specifically agrees to perform the following services:

1. The Second Party will furnish and maintain facilities and equipment adequate for the housing, shelter, care, and ethical euthanasia of all dogs and cats unlawfully at large, and to impound them under and pursuant to Wisconsin Statutes and ordinances of the **Village** now existing or as hereafter amended, the object being to impound such stray dogs and cats and to return to the rightful owner or place in a new home or euthanize same under the ordinances of the First Party. Animals other than dogs and cats will be boarded for the required holding period and if not redeemed and reimbursed by the owner, the cost of caring for said animal shall be billed to the municipality.
2. The Second Party will impound and keep such animals above referred to until otherwise disposed of in accordance with Wisconsin Statutes and the ordinances of the First Party, now in force, or as hereafter amended during the term covered by this contract, and will employ and pay competent persons to perform and will keep and if

need be ethically euthanize of all dogs and cats tendered to it by or from any department of the First Party. Such animals will be received during regular business hours of the Second Party. For purposes of redemption of stray dogs and cats, the Animal Shelter shall be open at least thirty hours per week.

3. Second Party will wholly cooperate with First Party and any and all departments of the First Party in performance and observance of the ordinances of the First Party and Wisconsin Statutes.
4. Second Party will cooperate with any duly elected or appointed official of the First Party in the prosecution of violations of any ordinance of the First Party in the prosecution of violations of any ordinance of the First Party or Wisconsin Statutes, with respect to dogs or cats. Second Party agrees to maintain telephone answering services and provide two-way communication. Second Party agrees to provide First Party with the names and addresses of owners redeeming stray pets after all legal obligations have been met pursuant to ordinances of the First Party.
5. The term of this contract shall be for a period of twelve months starting on **January 1, 2026** and ending on **December 31, 2026**.
6. This contract shall be in full force and effect, and binding upon the parties hereto, when legally executed by the First Party by resolution approved by the **Village** of the First Party, and when executed by the Second Party by its proper officers as provided by the Second Party by its proper officers as provided by law.
7. Second Party agrees to fulfill the First Party's requirement under Jefferson County Ordinance 24 to impound any stray dog or cat that is suspect in a bite case, for a ten-day observation period as required by state law.
8. Second Party agrees to carry liability insurance which shall save harmless the First Party and protect the public and any person from any and all claims for damages by reason of bodily injury or property damage arising from the activities by the Second Party under the terms of this contract. Upon approval of this contract by the **Village** Council the Second Party shall furnish the First Party with proper affidavits executed by representatives of insurance companies qualified to do business in Wisconsin, evidencing that said insurance company or companies have issued liability insurance policies effective during the life of this contract, protecting the public and any person from injuries or damage sustained by reason of the carrying out of the activities under this agreement. The affidavit shall specifically evidence the following forms of insurance protection:
 - a. Public liability insurance covering all activities and operations performed by the persons directly employed by the Second Party.
 - b. Bodily injury liability insurance and property damage liability insurance on any and all motor vehicles employed in the activities and operation of the

Second Party under this agreement, whether owned by the Second Party or by other persons, firms, or corporation.

9. Second Party shall have the right to retain all voluntary contributions received by it in connection with the collection and disposal of animals under the contract and shall further have the right to dispose of such animals as provided for by Wisconsin Statutes and the ordinances of the First Party.

10. In addition thereto, Second Party shall report monthly to the First Party by giving a complete record of all the animals handled by Second Party for the First Party.

IN WITNESS WHEREOF By: _____

the parties have executed this agreement on the _____ day
of _____, 20____.

Or by: _____
Mayor/Administrator

Or by: _____
Chairperson

ATTEST:

Clerk

Treasurer

THE HUMANE SOCIETY OF JEFFERSON COUNTY, INC.

By: _____
Executive Director

Or by: _____
Board President

