

# BALDWIN COUNTY ANIMAL SHELTER – LAW ENFORCEMENT PROTOCOLS

## Sheriff's Office – County Jurisdiction

1. Any Deputy call related to dogs or cats that meets one of the following circumstances will be given priority by the Animal Control staff:
  - a. Owner arrest
  - b. Owner death
  - c. Owner hospitalization
  - d. Owner being charged with animal cruelty/abandonment/neglect
  - e. Stray animal that is sick, injured, and/or aggressive
2. If the call is related to an owned animal (owner arrest, owner being charged, owner death, owner hospitalization) the Baldwin County Sheriff's Office form (See Appendix C) must be filled out prior to Animal Control taking the animal.
  - a. Case number, reason, owner information, and deputy, owner, and ACO signatures must be completed before the Animal Control Officer can take possession of the animal. If the owner is incapacitated, the owner signature must be received once the owner is no longer incapacitated.
3. Calls unrelated to the items listed in #1 will be addressed following citizen complaint protocols (See Appendix A).

## Municipalities with a population over 5,000

1. Under § 3-7A-7, *Code of Alabama* (1975), the cities of Bay Minette, Daphne, Fairhope, Foley, Gulf Shores, Orange Beach, Robertsdale, and Spanish Fort, being cities with a population of over 5,000, must maintain a suitable pound or contribute their pro rata share to the staffing and upkeep of the county pound.
  - a. Municipalities are required to pay a fee of \$100.00 per dog that is brought into the county pound by the municipality or its employees and/or agents.
  - b. Municipalities requesting Animal Control call out services for areas that are within County Jurisdiction for animals but fall within Municipality police jurisdiction will be subject to a fee of \$200.00 per call out.
  - c. Fees are established by the Baldwin County Animal Control Advisory Board and the Baldwin County Commission and are subject to change at any time.
2. The Baldwin County Animal Shelter only accepts cats under the guidelines established by the Municipality Cat Program (See Appendix B).
3. All municipal representatives must sign in at the front desk of the Animal shelter facility and follow the instructions provided by the County employees.
  - a. Municipal representatives can park near the front office, walk in to sign in, complete all paperwork, and be assigned a shelter employee. They then will be instructed to pull their vehicle around the back to unload any animals into the temporary housing area.
  - b. Municipalities will be billed monthly for the number of animals brought to the shelter.
4. The Baldwin County Animal Shelter does not hold dogs that are part of any municipality law enforcement case unless §§ 3-6A-1 (Act 2018-182) applies, or there is a felony charge under § 3-1-29, *Code of Alabama* (1975). Please contact the shelter for additional information.
5. The Baldwin County Animal Shelter reserves the right to refuse the drop-off of any animal from the municipality if the animal exhibits extreme aggressive behavior or if the shelter is at maximum capacity.

Municipalities with a population under 5,000

1. Any Officer call related to dogs and one of the following circumstances will be given priority by the Animal Control staff during normal business hours:
  - a. Owner arrest
  - b. Owner death
  - c. Owner hospitalization
  - d. Stray animal that is sick, injured, and/or aggressive
2. If the call is related to an owner's arrest, the Municipality Law Enforcement form (See Appendix C) must be filled out completely and signed prior to Animal Control taking the animal.
3. The Baldwin County Animal Shelter does not hold dogs that are part of any municipality law enforcement case unless §§ 3-6A-1 et seq., *Code of Alabama* (1975) applies, or there is a felony charge under § 3-1-29, *Code of Alabama* (1975). Please contact the shelter for additional information.
4. Calls unrelated to the items listed in #1 will be addressed following citizen complaint protocols (See Appendix A).
5. Any Animal Control Officer call out outside of normal business hours should be related to the items listed in #1, and the County reserves the right to make the determination as to the validity of the sickness/injury/aggressiveness. If the municipality has the capability to hold the animal, they should do so, and then call the shelter for Animal Control assistance during normal business hours.

Baldwin County Animal Shelter contact information:

Main Shelter phone number: 251-972-6834

Animal Shelter Manager: 251-972-6856

On call phone numbers are distributed to dispatch by the Senior Animal Control Officer 251-525-0775

Shelter address: 15240 County Road 49  
Summerdale, Alabama 36580

Shelter normal business hours: Monday – Friday: 9:00am to 5:00pm