



Heartland Animal Rescue Team
15494 Dellwood Drive
Brainerd, MN 56401
(218) 829 4141

March 11, 2025

RE: HART Impound Contract Rate Update

Dear City of Baxter,

Due to the ever-increasing cost of doing business HART will be increasing impound rates effective January 1, 2026.

HART has not increased these rates for several years and the cost of caring for impounded animals has drastically increased. These costs include insurance, food, utilities, wages and the list goes on.

Attached is the contract with updated rates. This contract needs to be signed and returned to HART by December 31, 2025 to maintain impound services with HART.

Currently you are charged:

- \$16.00 per day boarding fee per animal; maximum seven (7) days hold
- Administration fee of \$1.50 per capita. Based on 2020 census
- Quarantined animals (e.g.) aggressive, rabies observation, \$50.00 per day for a maximum of ten (10) day hold
- \$40.00 pickup fee. *This fee is not billed by HART, it is billed to the owner at time of pickup. If you want to increase this rate, please indicate this on the contract.*
- **If an animal is claimed by the owner, the city recovers the pickup fee and is not charged for boarding. All fees are paid by the owner before the animal is released.**

Sincerely,

Donna Wambeke

Donna Wambeke
HART Executive Director



SERVICE CONTRACT FOR IMPOUND SERVICES

HEARTLAND ANIMAL RESCUE TEAM (HART)

Office: (218) 829 4141 Fax: (218) 829 6866

Effective January 1, 2026 to December 31, 2028

This service agreement made by, **Heartland Animal Rescue Team** and the city of **Baxter, MN.**
Effective January 1, 2026 to December 31, 2028. This is a three (3) year contract
Hereafter referred to as HART, and the city of Baxter, MN hereafter referred to as the
Municipality, witness:

1. HART contractually agrees to provide the services listed below to the municipality and that those services will be carried out under the terms stated in this service agreement.

- The HART facility will serve as a holding facility for stray and impounded animals.
- Municipality law enforcement/animal control will have 24-hour access to bring animals into the HART facility for impounding.
- HART will hold animals brought in for a minimum of seven (7) days. If no owner claims an animal within that time, the animal becomes the legal property of HART. Municipality will pay impound boarding fees in addition to euthanasia fee if animal is deemed unadoptable.
- HART will collect all Impound fees before any impounded animal is release to owner.
- HART will invoice the municipality monthly for administrative fees and any impounding fees incurred that month.

2. The Municipality contractually agrees to the following terms:

- They will maintain a current contract with HART. This contract may be changed by either party with thirty (30) days written notice.
- All animal control will be a function of the municipality law enforcement.
- All public requests for animal control will be handled by municipality law enforcement.
- The municipality will be responsible for any veterinary cost incurred during impound period.

- The municipality will pay HART according to the fee schedule set forth between HART and the municipality to include:
 - a. Impound boarding fees:
 - \$18.00 per day for each animal impounded; maximum of 10 (10) days. *If the owner claims animal, the pickup fees collected will be turned over to the municipality.*
 - b. An annual administrative fee of \$1.80 per capita. Based on the 2023 projected census report of 9,092. This fee can be billed monthly, quarterly, or annually and covers administrative duties related to impound.
 - c. Veterinary charges as charged by the clinic
 - d. Euthanasia fees for unadoptable animals
 - e. Quarantined animals (e.g.) aggressive, rabies observation, will be charged for special care handling at the rate of \$75.00 per day impound for a minimum of ten (10) days.

Your current pickup fee is \$40.00. If you want to increase it, please indicate here. This fee is charged to the owner when they pick up their animal and is returned to the municipality monthly.

Change pickup fee to: \$45⁰⁰

3. The undersigned have read and understand this contractual service agreement. They agree to the terms and conditions stated.

Municipality Representative / Title

Date

Donna Wumke Hart Executive Director

4-22-25

HART Representative / Title

Date

Summary of General Provisions:

- Animal care will be in compliance to standards listed in the Minnesota Animal Welfare Statutes.
- Sick or injured animals will be evaluated for medical needs and treated if required. HART will not be responsible for animal that arrive sick, injured or die as a result of arrival condition, while in impound.
- HART will invoice the municipality monthly.