



**Watertown**  
Police Department

Appendix B

23-9963

23-9964

**NOTICE OF VICIOUSNESS DETERMINATION**  
**NOTICE OF PROCEDURE FOR REVIEW OF ANIMAL IMPOUNDMENT/SEIZURE**

TO: Nicholas A. Totin

DATE: 6/30/23

Pursuant to provisions of Chapter 410 of the Watertown General Code of Ordinances and or, provisions of Wis. Ch. 173 or 174, you are hereby notified that your animal(s) have been seized by the City of Watertown Police Department. This is to inform you that the seized animal(s) have been determined by a law enforcement officer to be "vicious" as that term is used under City Ordinance at Section 410-45A. If you wish to appeal this determination, you must follow the requirements under City Ordinance Sections 410-45B(1) and (2). The animal(s) will remain in custody prior to the appeal hearing, if any, and you will remain liable for the continuing costs of the animal(s) care and custody. IT IS YOUR OBLIGATION TO READ AND APPLY THE REQUIREMENTS UNDER ORDINANCE SECTION 410-45C-D TO YOUR CONTINUED ASSOCIATION WITH THE ANIMAL(S). IF YOU KEEP, OR CAUSE TO BE KEPT, A VICIOUS ANIMAL(S), FAILURE TO COMPLY WITH THESE REQUIREMENTS WILL RESULT IN FURTHER ENFORCEMENT ACTION INCLUDING CITATION AND IMPOSITION OF FORFEITURES ON A PER-DAY BASIS FOR ANY CONTINUING NON-COMPLIANCE. The City may also pursue other injunctive relief, nuisance abatement measures and/or impose special charges on the owner(s) of real estate. The City may also re-seize and petition for destruction of the animal(s) pursuant to Wis. Ch. 174 or 173, et seq., STATS. Before return of the animal(s), IF SO PERMITTED, you must pay the Humane Society or other holding facility all amounts owing to it for the care and custody of the animal(s) at the time of release (or make payment arrangements agreeable to the Humane Society or other holding facility).

You are further notified that Wis. Statutes at section 173.22 provides that a person claiming that an animal(s) that he or she owns was improperly taken into custody under one or more subsections under Wis. Statutes Section 173.13(1)(a), or is wrongfully withheld under Section 173.21(1), may seek return of the animal(s) by petitioning for an Order from the Circuit Court for the county in which the animal(s) was taken into custody or in which it is held. If you believe your animal(s) have been improperly taken into custody or wrongfully withheld, you should consult Wis. Ch. 173 and pursue relief as designated thereunder if/as you see fit. To this end, special attention should be paid to the provisions under Sections 173.22 and 173.23.

Please be advised that the police department is not allowed to provide legal advice. You are encouraged to seek legal advice of your own choosing to pursue any desired legal relief. The Watertown City Attorney's Office (920-262-4033) will be available to discuss the disposition of the animal(s) within approximately two to three business days. The City Attorney's Office is similarly prohibited from providing any legal advice to you.

CITY OF WATERTOWN POLICE DEPT.

BY: J. HENSLEY 780 #289  
(Officer Name)



**Watertown**  
Police Department

# WATERTOWN POLICE DEPARTMENT

## PAPERWORK CHECK-OFF SHEET

COMPLAINT# 23-9963/9964 OFFICER HENSLEY DATE 6/30/23

**NO ATTACHMENTS FROM THIS OFFICER AT THIS TIME.**

☒ **OTHER:** Appendix B - Victims Seizure Notice

### **IF YOU HAVE MISDEMEANOR OR FELONY CHARGES:**

- ☐ 1 State CIB Fingerprint Cards
- ☐ 1 Dispo Fingerprint Card for each charge
- ☐ RCC completed and signed for all charges
- ☐ WTPD Local History, Criminal History, QPP, and 10-27, Conditions of Bond Check (for 10-95)
- ☐ Arrest/Release Inventory Sheet
- ☐ Notification and Waiver of Constitutional Rights form
- ☐ No Consent form
- ☐ Medical Record Release (for incidents involving injury)
- ☐ Written Statements
- ☐ Any Pertinent Teletypes (involving arrest or arrested person)
- ☐ Consular Notification (if applicable)
- ☐ Solvability Factor Checklist
- ☒ Mark Digital Download and Report Packet form appropriately (follow download procedure)

### **DOMESTIC ABUSE CHARGES:**

- ☐ Victim Acknowledgement form
- ☐ Arrested Acknowledgement form
- ☐ Domestic Abuse Packet
- ☐ Copy of Receipt for Cash Bond
- ☐ Copy of Completed Bond Paperwork form

### **IF ARRESTED PERSON IS A JUVENILE:**

- ☐ Juvenile Referral completed

### **IF THE SUBJECT IS GOING TO BE LOCKED UP:**

- ☐ Jail Transport Sheet (copy provided to Jail, original in packet)
- ☐ Jefferson County Probable Cause Statement, must be notarized
- Probable Cause Statement (original provided to Jail, officer makes a copy for packet)
- ☐ Dodge County Probable Cause Statement, must be notarized
- Copy of RCC, Copy of Probable Cause Statement with arrestee to Jail.
- If Domestic, a Copy of Victim Acknowledgement form, and a copy of Arrested Acknowledgement form.
- Dodge County Medical Clearance form (for incidents involving injury)
- ☐ E-Mail Investigations with subjects name, charges, and jail facility/notify typists of rush

### **IF THE SUBJECT IS GOING TO BE PLACED DUE TO EMERGENCY DETENTION**

- ☐ Statement of Emergency Detention (original in packet, copy faxed to facility, copy to subject detained)

### **OWI PAPERWORK ROUTING REMINDER**

- ☐ Informing the Accused, Notice of Intent to Revoke, Alcohol/Drug Influence to the SGT/OIC review box
- ☐ Blood/Lab Results