



Board of County Commissioners Agenda Request

2P
Agenda Item #

Requested Meeting Date: November 26, 2019

Title of Item: 2020 Countywide Fee Schedule

| | | |
|--|--|--|
| <input type="checkbox"/> REGULAR AGENDA | Action Requested: | <input type="checkbox"/> Direction Requested |
| <input checked="" type="checkbox"/> CONSENT AGENDA | <input checked="" type="checkbox"/> Approve/Deny Motion | <input type="checkbox"/> Discussion Item |
| <input type="checkbox"/> INFORMATION ONLY | <input type="checkbox"/> Adopt Resolution (attach draft) | <input type="checkbox"/> Hold Public Hearing* <i>*provide copy of hearing notice that was published</i> |

| | |
|---|--------------------------------------|
| Submitted by: Jessica Seibert | Department: Administration |
|---|--------------------------------------|

| | |
|------------------------------------|-------------------------------|
| Presenter (Name and Title): | Estimated Time Needed: |
|------------------------------------|-------------------------------|

Summary of Issue:

Each year staff brings an updated Countywide Fee Schedule to the Board for approval. All changes are indicated in red. Changes for 2020 are being proposed under Common Fees, Auditor's Office, Community Corrections, Environmental Services, GIS (and Surveyor), Health & Human Services, Recorder's Office, and Sheriff's Office.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Approve Countywide Fee Schedule for 2020, effective January 1, 2020.

Financial Impact:

Is there a cost associated with this request? Yes No

What is the total cost, with tax and shipping? \$

Is this budgeted? Yes No *Please Explain:*

**Aitkin County (DRAFT)
Fee Schedule 2020
Approved by the Board on November 26, 2019
Effective January 1, 2020**

Postage expenses shall be borne by requestor.

COMMON FEES

| | |
|--|--|
| COPIES - Black and White (letter size, legal size, and ledger 11"x17" size) Plat size (22" x 34") | \$ 0.25 per page (single or double sided) \$ 3.00 per page (single or double sided) |
| COPIES - Color (letter size, legal size, and ledger 11"x17" size) Plat size (22" x 34") | \$ 0.50 per page (single or double sided) \$ 6.00 per page (single or double sided) |
| FAX, per page | \$ 1.00 |
| International Fax Fee | \$ 7.00 first page, \$4.00 each additional page |
| AS400 OR PRINTED REPORTS | \$ 25.00 minimum or \$0.25 per page, whichever is greater |
| LABELS | \$ 25.00 minimum or \$3.00 per sheet (30 labels/sheet), whichever is greater |
| BLUEPRINTS (non copyright) | \$ 5.00 each |
| DISHONORED CHECK/PAYMENT FEE | \$ 30.00 |

ASSESSOR'S OFFICE

FIELD CARDS

| | |
|---------------------------------------|---|
| Fax of Field Cards | \$ 4.00 per parcel |
| Email of Field Cards | \$ 4.00 per parcel |
| SIMPLE SALES QUERY | \$ 5.00 per query |
| PARCEL DATA REQUESTS (Large Quantity) | \$ 25.00 or \$0.04 per parcel, whichever is greater |
| LINK GIS Subscription | \$ 180.00 per year |

ATTORNEY'S OFFICE

AUDIO/VIDEO

| | |
|------------------------|----------|
| Audio CD's | \$ 10.00 |
| Video Recordings - DVD | \$ 10.00 |

AUDITOR'S OFFICE

ASSESSMENT (SPECIAL)

| | |
|---|--|
| Admin Set-up | \$7.00 per parcel |
| ASSEMBLY LICENSE | \$500.00 plus \$25,000 bond |
| AUCTIONEER | \$20.00 |
| BOND INFORMATION REQUESTS / Auditor Tax Certificate | \$250.00 each |
| COPIES See Common Fees Section | |
| Maps, Black and White, 8 1/2 " x 11" | \$2.00 |
| Maps, Color, 8 1/2" x 11" | \$3.00 |
| DANGEROUS DOGS | \$25.00 |
| DITCH AND HWY LIEN RELEASES | \$15.00 |
| FAXES See Common Fees Section | |
| FIREWORKS | \$2.00 Auditor's fee \$8.00 Sheriff's fee |
| GAMBLING | Varies State |
| JUDGMENT - CONFESSION OF | |
| Initial Fee | \$25.00 per description |
| Payments on | \$2.00 per statement |
| JUDGMENT COST - Publication | \$20.00 per parcel |
| LIQUOR LICENSES: | |
| Consumption & Display/Set-Ups | \$250.00 each (paid to State) |
| Temporary Consumption & Display Permit | \$25.00 per each date |
| 3.2% Beer License | \$40.00 off sale \$10.00 on sale \$50.00 on & off sale |
| Wine License | \$100.00 yearly |
| Temporary Wine License | \$50.00 per each date |
| Temporary On-Sale Liquor License | \$50.00 per each date |
| Combination Wine/Strong Beer License | \$500.00 |

| | |
|---|---|
| Liquor License | \$100.00 club \$1,500.00 on sale \$360.00 off sale \$120.00 Sunday |
| PLATS (NEW) - AUDITOR'S FEE | \$75.00 plus \$2.00 per lot |
| PLAT (NEW) - SURVEYORS FEE | \$150.00 after 5 lots, \$5.00 per lot |
| PRECIOUS METALS | \$25.00 |
| REPURCHASE - COST OF FORF. FEE | \$100.00 |
| REPURCHASE - SHERIFF'S COST | \$40.00 |
| TAX/ASSESSMENT SEARCH | \$5.00 per parcel |
| TRANSIENT MERCHANTS, PEDDLERS, HAWKERS | \$150.00 |
| TRUTH IN TAXATION 1/3 COST TO CITIES, TOWNS & SCHOOLS | |
| TIF DISTRICTS - ANNUAL COUNTY ADMINISTRATION OF | \$100.00 and \$16.00 per parcel for maint (splits, etc.) |
| TIF - CERTIFICATION OF ORIGINAL VALUE | \$150.00 |
| VOTER'S CERTIFICATION | \$ 2.00 |

COMMUNITY CORRECTIONS

SUPERVISION FEES

| | |
|---|---|
| Felony and Supervised Release (with over one year supervision) Case Fee | \$ 400.00 |
| Supervised Release (under one year supervision) Case Fee | \$ 200.00 |
| Gross Misdemeanor Case Fee | \$ 300.00 |
| Misdemeanor Case Fee | \$ 200.00 |
| Short-Term Supervision Case Fee | \$ 50.00 |
| Non Resident Supervision Fee | \$ 200.00 |
| Juvenile Client Fee | \$ 50.00 |
| Juvenile Diversion Client Fee | \$ 25.00 |
| URINALYSIS FEES | \$ 15.00 Per Drug Lab Screened (Non-Clients Only) |
| ELECTRONIC HOME MONITORING FEES | \$ 22.00 Per Day |
| DVI ASSESSMENT | \$ 50.00 |
| DRIVING WITH CARE CLASS FEES | |
| Level I Class | \$ 75.00 |
| Level II Class | \$ 150.00 |

ECONOMIC DEVELOPMENT

APPLICATION FEE

| | |
|---------------|-----------|
| Tax Abatement | \$ 500.00 |
| TIF | \$ 500.00 |

ENVIRONMENTAL SERVICES

FOOD BEVERAGE LODGING (FBL)

| | | |
|--|-----------|---|
| FOOD (if both food & alcoholic beverages are served then a separate fee is charged for each) | | |
| Base Fee | \$ 180.00 | |
| Plus: | | |
| Limited | \$ 28.50 | |
| Small Establishment | \$ 171.50 | Example: One base fee is paid if you own a small restaurant & resort, but it must be located on the same property |
| Medium | \$ 228.50 | |
| Large | \$ 343.50 | |
| For each "Satellite" | \$ 57.00 | |
| Schools - includes two annual inspections | \$ 360.00 | |
| HACCP Annual Review | \$ 100.00 | MDH = \$175.00 |
| Retail Food | \$ 150.00 | MDA has a sliding fee scale |
| Retail Food pre-packaged non-perishable | \$ 50.00 | MDA = \$50.00 |
| BEVERAGE | | |
| Plus: | | |
| Beer or wine served at the table | \$ 58.00 | |
| Full bar service | \$ 150.00 | |
| MOBILE FOOD UNIT, PUSH CARTS, SEASONAL AND PERMANENT FOOD STANDS, ETC. | | |
| Base Fee | \$ 180.00 | |
| Plus: | \$ 10.00 | Per unit |
| TEMPORARY FOOD SERVICE (MAXIMUM 3 TIMES PER YEAR AND 21 DAYS AT A SITE) | | |
| Base Fee | \$ - | |
| Plus: | \$ 35.00 | Per 3 events |
| | | Note: all 3 events must be applied for at the same time to receive the \$35.00 per 3 |
| LODGING AND RECREATION | | |
| Base Fee | \$ 180.00 | |
| Plus: | | |
| Motel, Hotel or Lodge Room per unit (a room is a unit) | \$ 11.50 | |
| Resort Cabin or Vacation Home Rental per unit (a cabin is a unit) | \$ 11.50 | |
| Camper Cabin or Bunk House within Resort per unit | \$ 6.75 | |

| | |
|---|--|
| Mobile Home Park/Recreational Camping Area per site | \$ 6.75 |
| Fish House campsite per site | \$ 3.50 |
| YOUTH CAMP | |
| Base Fee | \$ 180.00 |
| Plus: | \$ 114.50 1 - 99 campers |
| | \$ 229.00 100 - 199 campers |
| | \$ 343.00 > 200 campers |
| POOLS AND SPAS | |
| Base Fee | \$ 180.00 |
| Plus: | \$ 130.00 Each pool |
| | \$ 130.00 Each spa |
| DRINKING WATER | |
| Annual testing for those who are not a NCPW supply of > 25 people for 60 days or more | \$ 40.00 includes sampling, testing and reporting of results |

| | |
|-------------------------------|--|
| ADMINISTRATIVE FEES | |
| 1/2 the annual license fee | Re-inspection fee after the 2nd inspection |
| 1/2 the annual license fee | Operating without a license for the first 30 days after license is due |
| Double the annual license fee | Operating without a license for day 30 - 60 after license is due |
| License Suspension | Operating without a license after day 60 |

Please make checks payable to: Aitkin County Environmental Services

FBL PLAN REVIEW FEES

New Construction/Conversion

| | |
|-----------------------------|-----------|
| Food Service | \$ 250.00 |
| Lodging-Resort/Motel/Hotel | \$ 165.00 |
| Bed and Breakfast | \$ 165.00 |
| Mobile Food Unit | \$ 250.00 |
| Youth Camp | \$ 165.00 |
| Vacation Home Rental | \$ 165.00 |
| Campground/Mobile Home Park | \$ 165.00 |

Remodel

| | |
|-----------------------------|-----------|
| Food Service | \$ 165.00 |
| Lodging-Resort/Motel/Hotel | \$ 165.00 |
| Bed and Breakfast | \$ 165.00 |
| Mobile Food Unit | \$ 165.00 |
| Youth Camp | \$ 165.00 |
| Vacation Home Rental | \$ 165.00 |
| Campground/Mobile Home Park | \$ 165.00 |

HACCP

| | |
|-----------------------------|--------------------------|
| HACCP Plan Review (Initial) | \$ 250.00 MDH = \$500.00 |
|-----------------------------|--------------------------|

WATER LAB TESTING FEES

| | |
|--|----------|
| Bacteria Water Analysis (Coliform and E. Coli) | \$ 25.00 |
| Nitrate Water Analysis | \$ 25.00 |
| Bacteria AND Nitrate Analysis | \$ 40.00 |
| Fee if Aitkin County Collects the Sample for You | \$ 50.00 |

All water test fees must be paid in advance - no invoicing will be accepted

ZONING

ACCESSORY BUILDINGS/SIGN

| | |
|--|-------------------------------|
| Accessory Buildings/Sign <239 sq.ft.(no pre-onsite) | \$ 50.00 |
| Accessory Buildings 240 sq.ft. to 1000 sq.ft and/or Water-Oriented | \$ 150.00 \$200.00 |
| Accessory Buildings 1001 sq.ft. and larger | \$ 250.00 \$300.00 |

FENCE (8 feet or greater in height)

\$ 50.00

COMMERCIAL BUILDINGS/ADDITIONS (FOOTPRINT OF STRUCTURE)

| | |
|-------------------------|-------------------------------|
| <500sq.ft. | \$ 250.00 \$300.00 |
| 501 - 2500 sq.ft. | \$ 400.00 |
| 2501 sq. ft. and larger | \$ 600.00 |

RESIDENCE, NEW CONSTRUCTION (FOOTPRINT - INCLUDING ATTACHED GARAGE, DECK, AND/OR PORCH)

| | |
|--|-----------|
| Additions (decks, porches and patios are separate permit fees) | |
| <500 SQ.FT. | \$ 300.00 |
| 501 - 2000 sq.ft. | \$ 400.00 |
| 2001 sq. ft. and larger sq.ft. | \$ 550.00 |

DECK/PATIO

| | |
|------------------------|-----------|
| <199 sq.ft | \$ 100.00 |
| 200 sq. ft. and larger | \$ 150.00 |

(Patios are those within the required building setback to the lake)

| | |
|---|-----------|
| LAND ALTERATIONS | \$ 200.00 |
| VEGETATION ALTERATION | No fee |
| PLANNING CALL/SITE REVIEW | \$ 100.00 |
| CONDITIONAL/INTERIM USE PERMIT | \$ 650.00 |
| AMENDMENT TO EXISTING CUP | \$ 650.00 |
| RENEWAL OF INTERIM USE PERMIT | \$ 650.00 |
| VARIANCE (DOES NOT INCLUDE PERMIT FEE) | \$ 650.00 |
| APPEAL TO BOA | \$ 650.00 |
| REPUBLICANION OF VARIANCE OR CUP | \$ 50.00 |
| REZONING | \$ 650.00 |
| ORDINANCE AMENDMENT | \$ 500.00 |
| TOWER / WECC APPLICATION | \$ 650.00 |
| PRELIMINARY PLATS AND RESIDENTIAL PUDs (1-5 lots/units) | \$ 650.00 |
| (6 or more lots/units an additional \$50.00/lot/unit) | |
| FINAL PLATS AND RESIDENTIAL PUD'S | \$ 650.00 |
| (6 or more lots/units an additional \$50.00/lot/unit) | |

| | |
|---|-------------------|
| NEW ROAD SIGN AND POST (each sign and post in new plat) | \$ 175.00 |
| COMMERCIAL PUD'S AND RESORT EXPANSIONS (6 or less lots -no CUP) | \$ 300.00 |
| SURVEYOR REVIEW FEE (for plats and residential PUDs 1-5 lots) | \$ 150.00 |
| (6 or more lots/units an additional \$20.00 per lot/unit) | |
| ENGINEERS REVIEW FEE | \$ 150.00 |
| REPLAT OF EXISTING PLAT TO COUNTY BOARD (does not include surveyor fee) | \$ 200.00 |
| ADMINISTRATIVE SUBDIVISIONS AND EXEMPTIONS (review prior to approval) | \$ 100.00 per lot |
| -if wetlands exist on parcels and/or if onsite inspection to verify submitted info ... add'nl | |
| | \$ 100.00 |
| COMPLAINT ENFORCEMENT (after receipt of (2ND) notice - addition to permit fee) | \$ 200.00 |
| REINSPECTION/ADDITIONAL INSPECTION FEE ON ALL | \$ 100.00 |
| 911 ADDRESSING (includes assignment of number, sign, and post) | \$ 55.00 |

AFTER THE FACT FEE'S - 5 X permit fee in Shoreland areas, 5 X permit fee in non-Shoreland areas
 (includes variances, IUP's and CUP's)

RESIDENTIAL SEWERS FEES

| | | |
|--|----------------------|----------|
| Drainfield/Bed | \$ 250.00 | \$300.00 |
| Mound/At-Grade | \$ 300.00 | \$350.00 |
| Other/Performance Systems | \$ 350.00 | \$400.00 |
| Tank Replacement/Outhouse/Privy | \$ 150.00 | |
| Holding Tank (requires onsite) | \$ 150.00 | \$200.00 |
| Operating Permits | \$ 100.00 | \$150.00 |
| Late Operating Permit Renewal Fee | \$ 150.00 | \$200.00 |
| Indemnification Form (homeowner installed systems) in addition to permit fee | \$ 100.00 | |

COMMERCIAL and CLUSTER SEWERS

| | |
|--------------|---|
| Gallons/Day | |
| 1-500 | \$ 500.00 |
| 501-1,000 | \$ 600.00 |
| 1,001-2,500 | \$ 1,000.00 |
| 2,501-10,000 | \$ 1,200.00 |
| | plus any additional costs for design review and inspections (5) |

SEWER PERMIT ONE-YEAR EXTENSION FEE \$ 200.00

WETLAND CONSERVATION ACT FEES

| | |
|--|---|
| Wetland/Banking/Offsite-Mitigation Application | \$ 1,000.00 |
| Wetland Replacement Plan | \$ 400.00 |
| Wetland Site Review | \$ 100.00 |
| Appeal of LGU Decision | \$ 50.00 per hour, + any additional costs to County |

OTHER CHARGES

| | |
|---|---|
| Ordinances (excluding Shoreland and General Zoning) | \$ 10.00 |
| Shoreland and General Zoning Ordinances | \$ 25.00 |
| Comprehensive Land Use Plan | \$ 25.00 |
| EAW Fees | \$ 50.00 per hour, + any additional costs to County |
| Administrative Fee | \$ 50.00 per hour, + mileage, min charge of 1/2 hr |

Copies of Meeting Recordings \$ 25.00

GIS and COUNTY SURVEYOR

| | |
|---|-------------------|
| MAP SETUP/DATA EXTRACTION/DATA CONVERSION | \$ 50.00 per hour |
| Plotting Existing Map or Graphic | |
| 8.5" x 11" Black and White | \$ 2.00 per copy |
| 8.5" x 11" Color | \$ 3.00 per copy |
| 11" x 17" | \$ 5.00 per copy |
| 18" x 24" | \$ 10.00 per copy |
| 24" x 36" | \$ 15.00 per copy |
| 36" x 48" | \$ 30.00 per copy |

PROFESSIONAL SERVICES \$ 50.00 per hour

PARCEL BOUNDARIES (~ 43,000 parcels) Shapefile *\$0.10 per parcel (\$50 minimum), license required**

TAX ATTRIBUTES - AS400 dBase *\$0.04 per parcel (\$50 minimum), license required**

ROAD CENTERLINES Shapefile *\$0.25 per feature, license required**

ADDRESS POINTS Shapefile *\$0.25 per feature, license required**

OTHER GEOSPATIAL DATA Shapefile \$50 per dataset

GIS WEBSITE ACCESS, Standard Level Free

****Geospatial data shall not be released until a proper license agreement is on file with this office.**
 *Cost recovery fees for data development are waived for government and academic users. Requests for services not described here are charged at \$50.00 per hour.
 Funds collected from the distribution of data and maps are used to develop and maintain our county's digital geospatial data.

HEALTH AND HUMAN SERVICES

SOCIAL SERVICE (STAFF HOURLY EXPENSE = \$78.00 \$80.00)

COPIES FOR RECORDS REQUESTS

| | |
|----------------------|---|
| Data Subject | \$ 0.06 per copy, plus \$5.59 per 15 minutes of time to make copies |
| Member of the public | \$ 0.25 per copy |

LICENSING

| | |
|----------------------------------|-----------|
| Child Care Initial Licensing Fee | \$ 50.00 |
| Child Care Renewal Licensing Fee | \$ 100.00 |

BACKGROUND CHECK

| | | | |
|---|----|------------------|---------|
| Adult Foster Care | \$ | 20.00 | |
| Initial Processing Fee (Non-NetStudy) Family Child Care Providers (18 years of age and older) | \$ | 50.00 | \$40.00 |
| Fees per HH member over Age 13 (total fees not to exceed \$100.00 annually) | \$ | 20.00 | \$20.00 |
| --- (Non-NetStudy) Family Child Care Providers (under 18 years of age) | | | |

CORPORATE FOSTER CARE COMMUNITY RESIDENTIAL SETTING LICENSE FEE

\$ 250.00 per home, per licensing year

CD ASSESSMENTS

| | | | |
|-----------------------------------|----|--------|--------------------------------------|
| Ordered by the Court (DUI or DWI) | \$ | 200.00 | May be subject to sliding fee scale. |
| All Other | \$ | 200.00 | May be subject to sliding fee scale. |

VISITATION EXPEDITOR/VISITATION SUPERVISOR

Ordered by the Court \$ 25.00 per hour, per family.

ADOPTION FINALIZING

Fingerprint Process for Licensing \$ 10.00 per person

PUBLIC HEALTH

SAFETY SEATS

| | | |
|-----------------|----|-------|
| Convertible | \$ | 55.00 |
| Combo | \$ | 65.00 |
| No Back Booster | \$ | 25.00 |

NIPPLE SHIELDS

**for NON WIC or Home Visiting Clients \$ 7.00

HYDROGEL PADS

**for NON WIC or Home Visiting Clients \$ 9.00

THERASHELLS

**for NON WIC or Home Visiting Clients \$ 13.00

LEAD DRAW

\$ 19.00

IMMUNIZATIONS (prices subject to change based on price of serum)

| | | | |
|---|----|------------------|---------|
| Hepatitis A (1st in Series) | \$ | 52.00 | \$61.00 |
| Hepatitis A (2nd in Series) | \$ | 52.00 | \$61.00 |
| Hepatitis B (1st in Series) | \$ | 59.00 | \$64.00 |
| Hepatitis B (2nd in Series) | \$ | 59.00 | \$64.00 |
| Hepatitis B (3rd in Series) **15% discount for no outstanding balance, cash payment and complete series given by PH | \$ | 59.00 | \$64.00 |
| Td | \$ | 39.00 | |
| Tdap | \$ | 54.00 | |
| Varicella | \$ | 127.00 | |
| Pneumonia | \$ | 66.00 | |
| Fluzone Influenza-Quad 90688 | \$ | 35.00 | |
| FluLaval Influenza (90688) | \$ | 34.00 | |
| FluMist Influenza (90672) | \$ | 38.00 | |
| Fluzone High-dose (90662) | \$ | 65.00 | \$66.00 |
| Fluzone Influenza-Quad 90687 < 36 mo. And 90688 > 36 mo. | \$ | 35.00 | \$34.00 |
| MNVFC Immunizations (Child and Adult) | \$ | 19.00 | |
| Mantoux (Serum, Admin, and Read) | \$ | 31.00 | |
| Mantoux (Admin and Read Only) | \$ | 19.00 | |
| Meningoccal | \$ | 135.00 | |
| MMR-II | \$ | 90.00 | |

CHILD SUPPORT AND OTHER COLLECTIONS

IV-E FOSTER CARE Varies

ADMIN FOSTER CARE / NON SED Varies

SED FOSTER CARE, PARENTAL FEE WORKSHEET Varies

DETOX, use sliding fee scale when financial info is supplied Varies

HIGHWAY DEPARTMENT

EQUIPMENT (including Operator):

| | | | |
|----------------------------------|----|--------|----------|
| Motor Grader | \$ | 100.00 | per hour |
| Tandem Truck | \$ | 105.00 | per hour |
| Single Axle Truck | \$ | 100.00 | per hour |
| 3 Cubic Yard Articulating Loader | \$ | 90.00 | per hour |
| Dozer | \$ | 95.00 | per hour |
| Tractor | \$ | 55.00 | per hour |
| Tractor/Loader/Backhoe | \$ | 80.00 | per hour |
| Track Backhoe | \$ | 95.00 | per hour |
| ASV Posi Track with Brush Head | \$ | 85.00 | per hour |
| Tractor/Mower | \$ | 80.00 | per hour |
| Sioux Steamer w/Truck | \$ | 50.00 | per hour |
| Self Propelled Steel Drum Roller | \$ | 60.00 | per hour |

MATERIALS (for Other Governmental Units Only):

| | |
|------------------------------|-----------------------|
| Deicing Salt/Sand (15% salt) | Inventory Cost |
| Culverts | Inventory Cost |
| Cutting Edges | Inventory Cost |
| Signs and Posts | Inventory Cost |
| Calcium Chloride | Spring bid unit price |

| | |
|--|-----------------------|
| MATERIAL (for Private Sale): | |
| E-911 Address (includes sign and post) | \$ 30.00 each |
| Mailbox Supports | \$ 53.44 each |
| Dust Control Treatment | Based on Spring bid |
| Driveway Approach Culverts (as determined by Permit) | 60% of Inventory Cost |

| | |
|----------------------------|--|
| MISCELLANEOUS: | |
| Driveway Approach Deposits | \$ 500.00 Refundable |
| Utility Permit | \$ 100.00 each up to 1 mile, additional \$50.00 per mile |

IT DEPARTMENT

REPORTS OR LABELS See Common Fees Section

CD OR EMAIL FILE \$ 50.00 minimum or \$0.04 per parcel, whichever is greater

LAND DEPARTMENT AND COUNTY SURVEYOR

PROFESSIONAL SERVICES \$ 50.00 per hour

RECORDER'S OFFICE

Rates established by the State are subject to change without notice.

RECORDING FEE \$ 46.00 per document

RECORDING WELL CERTIFICATE \$ 50.00

OVERSIZE COPIES (up to 36 inches) \$ 5.00

COPY OF OFFICIAL PLAT \$ 10.00
 Certification on Official Plat \$ 5.00

CERTIFIED COPIES OF DOCUMENTS \$ 10.00

COPIES OF RECORDED DOCUMENTS \$ 1.00 per page

FAX FEE Refer to Common Fees Section

FAX OR EMAIL FEE FOR RECORDED DOCUMENTS \$5.00 base fee, plus \$1.00 per page
 DOCUMENT RESEARCH AND DELIVERY FEE

FILING FEES

Credentials of Minister \$ 20.00
 Notary Commission \$ 20.00

VITAL RECORDS

Birth Certificates \$ 26.00
 Additional Birth Certificate at same time \$ 19.00
 Death Certificates \$ 13.00
 Additional Death Certificates at same time \$ 6.00

SHERIFF'S OFFICE

ALARM FEES

Initial \$ 20.00
 Renewal \$ 5.00
 Non-compliance Fee \$ 50.00
 False Alarms - Per each after third \$ 50.00

GUN PERMIT TO CARRY

New \$ 100.00
 Renewal \$ 75.00

BACKGROUND CHECKS \$ 10.00 \$20.00

REPORTS AND ICR'S

Victim No charge
 Walk-in \$ 0.25 per page (single or double sided)
 By mail \$ 0.25 per page plus postage costs

AUDIO/VIDEO/PHOTOGRAPHY

Audio CD's \$ 10.00
 Transcript of audio recordings \$ 4.00 per page
 Photographs/Digital by disk \$ 10.00
 Booking photos \$ 5.00
 Video Recordings - VHS \$ 16.00
 Video Recordings - DVD \$ 10.00

FINGERPRINTING

Aitkin County Resident No charge
 Non-resident \$ 10.00

BOAT & WATER

Raft Permits \$ 2.00 \$4.00 per year (renewed in 5 year increments)

CIVIL PROCESS

¹ For Paper Service, \$100.00 Deposit is required.

Charge per person served/Not found \$ 30.00 plus mileage noted below
 Mileage charge per attempt (round trip) \$ 0.60 per mile
 Mileage charge for City of Aitkin \$ 1.00

| | |
|--|---|
| Charge for Real Estate Sales | \$ 50.00 |
| Mechanics Lien Sale | \$ 50.00 plus mileage |
| Cancelled real estate sale w/no notification | \$ 50.00 |
| Redemption fee on redeemed real estate | \$ 250.00 plus \$30.00 for each rescheduling of redemption date |
| Posting three notices of sale | \$ 45.00 plus mileage |
| Charge for sending a fax | See Common Fees Section |
| Levy fee on a Writ of Execution | \$ 20.00 |
| Commission on Writ \$ Levied upon | 5% |
| Deputy Time | actual cost plus mileage |

STORAGE FEES

| | |
|--|---------------------------------------|
| Vehicle | \$ 5.00 per day |
| Boat | \$ 1.00 per foot, per day |
| Snowmobile | \$ 5.00 per day |
| Forfeited Vehicles, payment in full of | Tow Bill, plus \$5.00 per day storage |

¹ If the actual fee exceeds the amount of deposit, you will be billed for the additional amount. When the actual amount of the fee is less than your deposit, you will receive a refund with your affidavit.

Securing and safety keeping property in replevin, attachment or an execution \$ based on time spent and hourly rate of pay for Deputy executing the process.

Contact the Sheriff's Office for Writ of Execution Instructions.

SHERIFF'S OFFICE (JAIL)

| | |
|-----------------------|----------------------------|
| BOARDING OF PRISONERS | per Sheriff |
| BOOKING FEE | \$ 20.00 |
| FINGERPRINTING | \$ 10.00 for out of county |
| HUBER FEES | \$ 20.00 per day |
| JAIL NURSE | |
| Co-pay | \$ 5.00 |
| Medication Co-Pay | \$ 5.00 |
| PAY TO STAY | \$ 20.00 per day |
| URINALYSIS | |
| STS | \$ 10.00 |
| Huber | \$ 10.00 |

TREASURER'S OFFICE

| | |
|--------------------------------|-------------------|
| MARRIAGE LICENSE | |
| (with Premarital Education) | \$ 40.00 |
| (without Premarital Education) | \$ 115.00 |
| MARRIAGE CERTIFICATE | \$ 9.00 |
| PASSPORT | Varies |
| RESEARCH FEE | \$ 25.00 per hour |
| TAX STATEMENTS - Duplicate | \$ 2.00 |