



# Fee Schedule

Adopted 2/1/2011  
Updated 12/18/2018  
(Effective 1/1/2019)



**RESOLUTION**  
**2019 Nicollet County Fee Schedule Changes**



WHEREAS, pursuant to Minnesota Statute 373.41, the County Board of Commissioners may charge fees for services provided by any county office, official, department, court or employee; and

WHEREAS, on February 1, 2011 the Nicollet County Fee Schedule was adopted which includes mandated fees and fees to be set by the county; and,

WHEREAS, the Department Heads have reviewed all of their fees for 2019 and presented recommended changes along with the complete proposed Fee Schedule in a Public Hearing on December 18, 2018; and,

WHEREAS, the Nicollet County Board reviewed the proposed Fee Schedule and changes;

NOW, THEREFORE, BE IT RESOLVED, by the Nicollet County Board of Commissioners that the 2019 Nicollet County Fee Schedule as presented has been approved, effective January 1, 2019.

Date: December 18, 2018

  
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Jack Kolars, Chair  
Nicollet County Board of Commissioners

ATTEST:

  
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Ryan Krosch, County Administrator  
Clerk to the County Board

**ALL DEPARTMENTS**

<b>Service Fee Item</b>	<b>Fee</b>
<b>Fax</b>	\$1.00/page
<b>Copies</b>	\$0.25/page
	\$0.50/page – Double sided
<b>CD/DVD</b>	\$10.00 (unless otherwise noted)
<b>County Maps</b>	\$2.50 if mailed, otherwise no charge
<b>NSF Check Fee</b>	\$30.00

**PUBLIC SERVICES (AUDITOR-TREASURER)**

<b><i>License &amp; Permit Fees</i></b>	
Tobacco License	\$100.00
Liquor License – Initial	\$2,000.00
Liquor License - Renewal	\$1,500.00
Sunday Liquor	\$200.00
On-Sale 3.2 Beer	\$100.00
Off Sale 3.2 beer	\$25.00
On Sale 3.2 Beer 1 day event	\$25.00
Wine License	\$100.00
Auctioneer License	\$20.00
Gambling Permit	\$30.00
Gambling Permit -1 day	\$12.00
Fireworks Display Permit	\$50.00
Precious Metals Dealer License	\$100.00
Transient Merchant License	\$150.00 + Bond
Dangerous Dog Permit	\$100.00 + Bond & Sign & Tag Costs
<b><i>Birth Certificates</i></b>	
One Certified Copy	\$26.00
Each Additional	\$19.00
One Uncertified Copy	\$13.00
<b><i>Death Certificates</i></b>	
One Certified Copy	\$13.00
Each Additional	\$6.00
One Uncertified Copy	\$13.00
<b><i>Marriage License</i></b>	
W/Cert of Premarital Education	\$40.00
W/O Cert of Premarital Education	\$115.00
Certified Copy of Marriage	\$9.00
Duplicate License	\$25.00
5 day Waiver	\$20.00
Consent for Minor	\$20.00
Credentials	\$20.00

<b>Notary</b>	
Notary Filing	\$20.00
<b>Charge for Service</b>	
Auditor Certificate Taxes payable	\$100.00
Mailing Labels	\$50.00
Delinquent Tax Reports - 1st year	\$50.00
Delinquent Tax Reports - all years	\$100.00
List of Taxpayers	\$100.00 - \$500.00
Full Tax Book	\$500.00
Escrow Parcel Listing	\$3.00/parcel
Tax Certificate – Current	\$5.00
Tax Certificate – Delinquent	\$5.00
Special Assessment Certificate	\$5.00
Ditch Levy Maintenance Admin Fee	\$2.50/parcel

COUNTY ATTORNEY	
CD's containing audio, video, or photos	\$5.00/each
Actual Photographs	\$0.50/each
Copies	\$0.25/page

PROPERTY SERVICES (ENVIRONMENTAL SERVICES)	
<b>Hearings</b>	
(Conditional Use permit/3 yr renewals, Variance, Rezoning, Appeal)	\$400.00
Recording Fee	\$46.00
<b>Structures</b>	
<b>Residential Dwellings and Attached Additions</b>	
<120 sq feet	\$25.00
121 sq feet and over	\$0.25/sq ft (\$50.00 minimum)
<b>Accessory Structures (detached)</b>	
<120 sq feet	\$25.00
121 sq feet to 1000 sq feet	\$50.00
1001 sq feet and over	\$0.05/sq ft
<b>AG Animal Structures</b>	
<120 sq feet	\$25.00
121 sq feet to 500 sq feet	\$50.00
501 sq feet and over	\$0.10/sq ft

<b>Grain Bins/Silos</b>	\$50.00
<b>Feedlot Permits</b>	
New	\$50.00
Existing (Valid)	\$25.00
<b>Commercial Structures</b> (utility cabinets, power stations sheds)	\$0.25/sq ft (\$50.00 minimum)
<b>Towers</b> (cell, etc...)	\$250.00
<b>Renewable Energy Systems</b>	
Micro WECS	\$50.00
Non Commercial WECS	\$250.00
Commercial WECS	\$500.00
Solar Energy Systems, Small	\$250.00
Solar Energy Systems, Large	\$500.00
<b>Septic System</b>	
Operating Permit	\$25.00/yr
New/Repair/Expansion	\$175.00
Privy	\$75.00
Holding/Replacement Tank	\$75.00
<b>Signs</b>	
On Premises	\$25.00
Commercial and/or Off-Premises	\$50.00
<b>Land Alterations</b> (including borrow pits)	\$50.00
<b><i>Platting</i></b>	
Replat	\$350.00
Platting of Existing Metes and Bounds	\$250.00
New Subdivision Plat	\$500.00
<b><i>Wetland Permits</i></b>	
Wetland Decision - Exemption	\$50.00
Wetland Decision - No Loss	\$50.00
<b>Wetland Delineation Review</b>	
Under 1 acre	\$100.00
1 to 4.99 acres	\$200.00
5 to 10 acres	\$300.00
Greater than 10 acres	\$400.00

<b>Wetland Replacement Plan Review</b>	
Under 1 acre	\$200.00
1 to 4.99 acres	\$300.00
5 to 10 acres	\$500.00
Greater than 10 acres	\$700.00
<b>Wetland Banking Plan Review</b>	
Under 1 acre	\$200.00
1 to 4.99 acres	\$400.00
5 to 10 acres	\$800.00
Greater than 10 acres	\$1,000.00
Annual Monitoring report Review	\$50/yr.
<b>Wetland Certificate of Completion</b>	
Under 1 acre	\$50.00
1 to 4.99 acres	\$100.00
5 to 10 acres	\$200.00
Greater than 10 acres	\$300.00
After-the-Fact Wetland Review	Double the Fee
<b>Solid Waste</b>	
Solid Waste Facility Application	\$100.00
Solid Waste Haulers License	\$100.00
<b>911 Address Signs</b>	
Mailbox support, 911 sign and post	\$170.00
911 sign and post	\$120.00
<b>Other Fees</b>	
Zoning Ordinance	\$50.00
After-the-Fact Zoning Permit	\$250.00 – Double the fee whichever is greater
After-the-Fact Variance/CUP	\$1,000.00
Special Scheduled Hearing	\$950.00
Large Format Scanning	\$20.00
Burning to CD	\$10.00

<b>GIS Fees</b>	
<b>Print Sizes</b>	
11" x 17" or smaller	\$5.00
Large Format Printing	
Up to 24"	\$10.00
25" to 36"	\$15.00
Custom Print	\$15.00 + \$.50/addtl inch
<b>GIS Digital Data</b>	
Data is provided in ESRI Shape file format	
Parcels	
Per Parcel	\$0.05 (\$5.00 min)
Entire County	\$500.00
Road Centerline (Includes road ranging)	\$325.00 (entire cty)
Address point Layer	\$325.00 (entire cty)
Other Data Layers	\$25.00/layer
<b>Materials</b>	
CD	Standard charges
Postage	Standard charges
<b>Labor Rate</b>	
Special request fees applies to custom data layers	\$50.00/hour

PROBATION	
Cognitive Skills – Adult	\$250.00
Cognitive Skills – Juvenile	\$75.00
Correctional Fee – Juvenile	
(Misdemeanor/Petty Misdemeanor)	\$75.00
(Gross Misdemeanor/Felonies)	\$100.00
CS Buy-Out	\$8.00/hour
Diversion Fee	\$75.00
Sentencing to Service Fee	\$25.00
Driving with Care Class	\$250.00
EHM – Adult	\$18.00/day
EHM – Juvenile	\$6.00/day
EHM – GPS	\$20.00/day
EHM – cell phone	\$12.00/day
EHM & SCRAM	\$20.00/day
ETG - UA	\$15.00
Local Correctional Fee – Adult	\$175.00/year
MADD fee	\$50.00

MEMS – Cell – house restriction	\$20.00/day
MEMS	\$15.00/day
MEMS-Cell	\$15.00/day
MEMS-EHM	\$20.00/day
MEMS-Grant	\$5.00/day
REAM	\$14.00/day
Revenue Recapture	\$15.00
SCRAM & GPS	\$20.00/day
SCRAM	\$15.00/day
SCRAM Grant	\$5.00/day
UA Fee (positive) - Juvenile	\$20.00
UA Fee (positive) - Adult	\$30.00
UA Fee – pre-trial	\$15.00
UA Fee – saliva	\$15.00
UA Instant Test	\$10.00
Pre-Trial Fee	\$25.00
SCRAM-Juvenile	\$5.00/day
SCRAM – GPS Juvenile	\$9.00/day
MEMS-Juvenile	\$16.00/day

### PUBLIC HEALTH

Registered Nursing Visit	\$135.00/visit
PALS Nursing Assessment	\$25.00
<b><i>Loan Closet</i></b>	
Wheelchair or Knee Walker	\$25.00
Single Item	\$10.00
2-3 items	\$20.00
4 or more items	\$30.00
<b><i>Other</i></b>	
In Office Services	\$20.00/visit
Flu Immunization	\$40.00/Quadrivalent
Immunization/vaccine adm.	\$15.00/immunization
Interpreter	\$30.00/hr
Waiver Programs	DHS Rates



## RECORDER

### ***Abstract Department***

Recording Document	\$46.00
Multiple Assignments and Satisfactions	\$46.00-1 <sup>st</sup> 4 numbers cited
Well Certificate	\$50.00
Record Plat	\$56.00
Copy of Plat	\$10.00+\$5.00 to certify
Record Condominium	\$56.00
Copy of Condominium	\$10.00
Abstract Certification	\$75.00
New Abstract Certification	\$100.00
Abstract Entry	\$4.00
Tax Lien Search	\$1.00/name - minimum \$2.00
Bankruptcy Certificate	\$1.00/name - minimum \$2.00
Medical Assistance Lien Cert	\$1.00/name - minimum \$2.00
Judgment Search	\$5.00/name
Exhibit	\$1.00/page
Postage	\$10.00
Current Owner Report with Certs.	\$150.00
40 Year Search w/Certs	\$200.00
Tract Search/Current Owner Search within 1 Year	\$55.00

### ***Torrens Department***

File Deed (includes new Cert)	\$46.00
File any other document	\$46.00
Well Certificate	\$50.00
File Plat	\$56.00 + \$40.00 each new certificate
Copy of Plat	\$10.00+\$5.00 to certify
File Condominium	\$56.00 + \$40.00 each new certificate
Copy of Condominium	\$10.00
File Registered Land Survey	\$56.00 + \$40.00 each new certificate
Certified Copy of Registered land Survey	\$15.00
Residue Certificate	\$40.00
Exchange Certificate	\$20.00/ each old/new cert
Condition as to Register	\$10.00

### ***Miscellaneous***

Misc. Copies	\$1.00/page
Copies from large book	\$3.00/page
Copies from Book which comes apart	\$3.00/page
Certified Copies	\$10.00
Handling Fee	\$5.00
Aerial Photo	\$2.00
Copy of Plat – Electronic PDF	\$10.00
Expedite Fee	\$25.00
Research Fee	\$25.00

<b><i>Passport Book</i></b>	
Adults (age 16 and over)	\$145.00
Children	\$115.00
Passport Photo	\$15.00
<b><i>Passport Card</i></b>	
Adults (Age 16 and over)	\$65.00
Children	\$50.00
<b><i>RecordEASE – Web Access</i></b>	
Setup Fee	\$50.00
Monthly Access Fee	\$50.00
Each Image Viewed	\$2.00
View Certificate of Title (Torrens)	\$3.00 per certificate
View Tract Card	\$5.00 per tract
View Recorded Plat	\$10.00 per plat
Web Access Fee Occasional User	\$10.00
Web Data Search Occasional User	\$.50 per search

<b>SHERIFF</b>	
<b><i>Jail</i></b>	
Huber Daily Fee	\$20.00/day
Booking Fee	\$15.00/booking
Medical Co-Pay	\$5.00/visit
Prescription Co-Pay	\$5.00/RX
Drug Test	\$20.00
PBT Test	\$5.00
Board of Prisoners: for other counties	\$60.00/day
<b><i>Civil Process</i></b>	
Service of Civil Papers:	
First 3 attempts includes mileage	\$65.00/person
More than 3 attempts	\$20.00
Not Found Return	\$30.00
Duplicate Return of Service	\$10.00
Posting Sale Notice	\$65.00/location
Sales (conduct sale and prep of Certificate)	\$100.00
Mortgage Foreclosure Sale	\$100.00
Cancel Foreclosure Sale (w/o 24 hr notice)	\$65.00
Issuance of Certificate of Redemption	\$250.00
Levy & Re-Levy Services	\$65.00
Levy	\$5.00
Collection of Execution	6%
Execution Unsatisfied	\$65.00
Miscellaneous Execution	\$10.00
Receiving Notice of Intent to Redeem	\$100.00
Taking Bond	\$8.00

<b><i>Other Fees</i></b>	
Photos (old Case)	\$25.00
Photo CD	\$15.00
In Car Video	\$15.00
Copy of telephone calls	\$15.00
Permits to Carry	\$100.00 new
Permit to Carry Renewal (90 days prior to exp)	\$75.00
Permit to Carry (within 30 days of exp)	\$85.00
Duplicate Permit to Carry/Address Change	\$10.00
Civil Fingerprints	\$10.00/card
Vehicle Storage	\$5.00/day
Deputy Security at Lockout (1st 1/2 hr no fee)	\$65.00/hr (after 1st 1/2 hour)
Deputy Security – (2 hr minimum)	\$100.00/hr
Wedding Dance Security (at Johnson Hall)	\$150.00/event

## HUMAN SERVICES

<b><i>Child Care Licensing Fees</i></b>	
Legal Non-licensed fee for two years	\$50 for background check and \$10 for fingerprinting
Initial one year licensing fee	\$50 for background check and \$10 for fingerprinting
Annual re-license fee	\$50 for background check and \$10 for fingerprinting
 <b><i>Licensed Corporate Adult Foster Care</i></b>	
Initial application fee	\$500.00
Re-license fee (every 2 years)	\$500.00
 <b><i>Out of Home Placement</i></b>	
Parental Fee	Sliding Fee
 <b><i>Detox Services</i></b>	
Detoxification Fee	Sliding Fee
 <b><i>Chemical Dependency Services</i></b>	
Chemical Health Assessments	\$195.00. Funding options available to those who request and qualify.
 <b><i>Mental Health Services</i></b>	
Medication Management	Sliding Fee
Diagnostic Assessments	Sliding Fee
Outpatient Therapy	Sliding Fee
Outpatient Rehabilitation Services	Sliding Fee