

# SIBLEY COUNTY FEE SCHEDULE

Amended December 27, 2022

## COUNTY WIDE

County's Comprehensive Plan Report .....	\$50.00
Faxed Document	
First Page (Sent) .....	\$5.00
Each Additional Page (Sent) .....	\$1.00/Page
Labels	
Set-up .....	\$25.00
First 50 .....	\$5.00
Labels over 50 .....	\$0.05/each
Non-Sufficient Funds .....	\$30.00
Notary fee .....	No Charge
Photocopies 8 ½ x 11 .....	\$0.25/page
2 Sided .....	\$0.50/page
Photocopies 8 ½ x 14 .....	\$0.25/page
2 Sided .....	\$0.50/page
Photocopies 11 x 17 .....	\$1.00/page
2 Sided .....	\$2.00/page
Photographs .....	\$5.00/page
Printouts	
Set-up .....	\$25.00
Pages 1 - 100 .....	\$0.15/page
Pages over 100 .....	\$0.10/page
Revenue Recapture Fee .....	\$50.00

## ATTORNEY

Disk .....	\$10.00/each
Flash drives	
8gb .....	\$10.00
16gb .....	\$20.00
32gb .....	\$30.00
64gb .....	\$40.00
Photocopies-Color .....	\$0.35/page

## AUDITOR/TREASURER

Audit Verifications .....	\$50.00/hour
Auditor Certificates .....	\$200.00
County Road Map .....	\$2.00
Postage .....	\$1.00
Electronic File – Property Tax Information	
Set-Up .....	\$25.00
Per Parcel Fee .....	\$0.02
Escrow Fees .....	\$5.00/parcel
Hourly Rate .....	\$50.00/hour
Plat Books	
2017 Farm & Home .....	\$15.00
Postage .....	\$3.00
2019 Farm & Home .....	\$32.00
Postage .....	\$3.00
Large .....	\$87.86
Research Records .....	\$25.00/hour

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Special Assessment Maintenance Fees	
First Year .....	\$1.50/parcel
Subsequent Years .....	\$1.00/parcel
Special Assessment Search .....	\$10.00/parcel
Tax Search-Current .....	\$10.00/parcel
Tax Search-Delinquent.....	\$10.00/parcel
<b>County and Joint Drainage Projects</b>	
New Construction & Improvements .....	\$200.00 Minimum
Cost of Project up to \$50,000.....	1%
Cost of Project \$50,000 - \$200,000 .....	0.5%
Cost of Project over \$200,000.....	0.5%
<b>Delinquent Processing</b>	
Delinquent Publication Fee .....	\$30.00
Confession of Judgement .....	\$100.00
Forfeiture Administrative Fee.....	\$10.00
Forfeiture Property Listing.....	No Charge
<b>Elections</b>	
Elections Filing Fees	
County Offices .....	\$50.00
SWCD Offices.....	\$20.00
<b>Licensing</b>	
Auctioneer .....	\$20.00
Beer 3.2%	
On Sale Temporary.....	\$10.00
On Sale 1 Year .....	\$50.00
Off Sale 1 Year .....	\$25.00
Liquor	
On Sale .....	\$1,500.00
Sunday.....	\$200.00
Wine .....	\$50.00
Precious Metal Dealer .....	\$50.00
Transient Merchant .....	\$150.00
Tobacco .....	\$50.00
<b>COURT ADMINISTRATION</b>	
Adoption .....	\$370.00
Child Support Motion Fee	
District Court .....	\$75.00
Expedited .....	\$50.00
Civil	
Plaintiff .....	\$295.00
Defendant .....	\$295.00
Motion fee.....	\$75.00
Conciliation Court	
Plaintiff .....	\$75.00
Defendant Counterclaim .....	\$75.00
Appeal-Court Trial .....	\$295.00
Appeal-Jury Trial.....	\$397.00
Order for Disclosure .....	\$5.00
Transcript & Docketing.....	\$40.00
Copies	
Certified.....	\$14.00/doc

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Uncertified .....	\$8.00/doc
Dissolution	
Petitioner.....	\$375.00
Respondent .....	\$375.00
Family(Custody, Paternity, Parenting Time, Termination of Parental Rights)	\$295.00
Fax Filing .....	\$25.00 up to 50 pages
Foreign Judgment or Confession	
Claim to \$7,500 .....	\$75.00
Claim above \$7,500.....	\$295.00
Guardianship & Conservatorship.....	\$295.00
Judgment Search .....	\$5.00/name
Jury Trial .....	\$100.00
Probate .....	\$295.00
Satisfaction or Assignment .....	\$5.00
Subpoena – Civil Action .....	\$16.00
Tax Court	
Regular Division.....	\$295.00
Small Claims Division .....	\$160.00
Unlawful Detainer.....	\$295.00
Wills – Deposit .....	\$27.00
Writ of Execution or Writ .....	\$55.00

## DEPARTMENT OF CORRECTIONS

Supervision Fee	
Felony.....	\$300.00
Gross Misdemeanor .....	\$200.00
Misdemeanor .....	\$100.00

## GIS (Free to Government, Not for Profit & Education Organizations)

Custom Map	
Per Hour .....	\$60.00
Minimum.....	\$30.00
GIS Data Distribution	
Per Hour .....	\$60.00
Minimum.....	\$30.00
Section Corners.....	No Charge
Simple Map Printout/E-mail	
Per Page, Per Map.....	\$5.00
Single Map-Property Owner.....	No Charge

## PARKS

Camping – Must Contact Sheriff’s Office 507-237-4330 to obtain Permission to camp overnight .....	No Charge
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## LICENSE CENTER

Duplicate Decals .....	\$7.00
ATV, ORV, OHM & Non-Titled Watercraft	
Registrations.....	\$4.50
Transfers.....	\$7.00
County ATV Permit .....	\$30.00
Titled Watercraft Applications, Transfers, Duplicates, Corrected .....	\$7.00
Snowmobiles	

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Registrations.....	\$4.50
Transfers.....	\$4.50
Driver's License (Renewals, Duplicates & Identification Cards) .....	\$8.00
Game & Fish	
Fee Items .....	\$1.00
No Fee Items .....	\$1.00
Motor Vehicle	
Duplicate Plates/Stickers.....	\$11.00
Lien Release/Grant .....	\$11.00
New Registrations .....	\$11.00
Renewals .....	\$7.00
Title Transfers	
Without Registration .....	\$11.00
With Registration .....	\$18.00
CDL Manual.....	\$10.00
Driver's Manual .....	\$6.00
Motorcycle Manual .....	\$6.00
<b>PROPERTY ASSESSING &amp; ZONING</b>	
<b>Assessing</b>	
Aerial Photos – Copy or e-mail	
Black & White .....	\$1.00/page
Color .....	\$2.00/page
CPI/CER Report .....	\$1.00/parcel
Data Requests > 30 Minutes.....	\$25.00/hour
Electronic File – Property Tax Information	
In-House	
Set-Up .....	\$25.00
Per Parcel Fee .....	\$0.02
Vendor Provided .....	Vendor Quote based on Request
Property Data Requests – e-mailed .....	\$5.00
CRV – e-mailed.....	\$1.00
Parcel Permit Report to District – e-mailed.....	No Charge
<b>Zoning</b>	
Aggregate Removal.....	\$300.00
Code enforcement Admin Penalties	
First Notice .....	No Penalty
Second Notice .....	\$50.00
All Subsequent Notices are doubled .....	\$1,600.00 maximum
Copies	
Large Plan .....	\$5.00/each
Zoning Ordinance .....	\$35.00
Subdivision Regulations .....	\$25.00
County Surveyor Fee.....	\$300.00/plat + \$25.00/Lot, Outlot or Unit
Data Requests > 30 Minutes.....	\$25.00/hour
Land Use Permit	
New Dwelling	
New Site .....	\$546.00
Existing Site .....	\$500.00
Additions to Homes.....	\$100.00
Accessory, Temporary & Extra Farm Dwellings.....	\$100.00

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Decks/Porches .....	\$50.00
Handicap Ramp Only .....	No Charge
Commercial .....	\$300.00
Platting Request.....	\$100.00/lot + Base fee
Preliminary Base Fee .....	\$400.00
Final Base Fee.....	\$400.00
Public Hearing Recording Flash drive .....	\$5.00
Rezone .....	\$600.00
Filing Fee .....	\$46.00
Setback Certificates	
All Non-Solar & Wind .....	\$50.00
Solar & Wind Development Fees	
Small Solar & Wind Energy System <= 40 kw.....	\$250.00
Large Solar & Wind Energy System >40 kw .....	\$500.00
Sewer Permit	
Type 1 – Mound, Trench, Upgraded Systems .....	\$440.00
Type 2 – Holding Tank w/ O/P.....	\$440.00
Type 3 – Disturbed Soil, etc w/ O/P .....	\$440.00
Type 4 – Requires an O/P .....	\$700.00
Type 5 – Engineered System (Add fee for Systems > 750 GPD) .....	\$700.00
Connect/Reconnect to Existing System.....	\$200.00
Owner install surcharge .....	\$330.00
6-Month Extension .....	\$100.00
Sign Permit.....	\$100.00
Variance .....	\$500.00
Filing Fee .....	\$46.00
Conditional Use Permit/Amendment to CUP .....	\$600.00
Filing Fee .....	\$46.00
Late Fee	
Unpermitted Construction – If Construction begins prior to appropriate permits being granted.	
Cost of Improvement < \$20,000 .....	\$150.00
Cost of Improvement > \$20,000 .....	\$300.00
After-the-fact Variance or CUP - .....	\$1,000.00
If Use begins prior to appropriate permits being granted	

## **PUBLIC HEALTH & HUMAN SERVICES**

### **Disease Prevention & Control/Health Promotion**

Blood Pressure – Individual	
In-Office Monitoring, Referral & Counseling.....	No Charge
Blood Pressure – Community Clinics	
Non-Profit Requests .....	No Charge
For-Profit Requests .....	\$45.00/hour
Head Lice Check.....	No Charge
Health Fair – Setup & Distribution of Information	
Un-Staffed – All Requests.....	No Charge
Staffed – For-Profit Requests .....	\$45.00/hour
Health Education Program or Presentation.....	No Charge
Worksite Health Screenings.....	\$45.00/hour

### **Immunizations**

Flu Vaccine.....	\$20.00/Injection
Infant, Child, Adult Immunization Admin Charge .....	\$20.00/injection

### **Other Services**

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Lead Testing.....	\$15.00
CD's/DVD's.....	\$10.00
Chemical Use Assessment .....	\$200.00
Child Care Licensing	
Licensing.....	\$50.00
Re-Licensing – 2 Years .....	\$100.00
Child Protection Assessment – Audio Tape/Disk.....	\$10.00
Child Safety Seats – Dependent on Insurance .....	Sliding Fee Scale \$0-38.00/seat
Booster Seat Distribution .....	\$10.00/seat
Child Support Service Fees – Non IV-D .....	\$15.00/month
Dental Varnish .....	\$14.00/application
Detox .....	Sliding Scale based on income
Health Screenings .....	\$45.00/screening
Out-of-Home Placement .....	Sliding Scale based on income
Pregnancy Test .....	No Charge

## PUBLIC WORKS

County Maps.....	\$2.00
Culvert Materials – Public Agencies Only .....	Actual Cost + Tax + 5%
E-911	
Post.....	\$15.00 + Tax/each
Sign.....	\$30.00 + Tax/each
Equipment Rent – Government Agencies Only .....	Annual Rate by Type
Excavating/Grading Permit.....	\$200.00
Deposit – Refunded upon County Approval.....	\$300.00
Large Plan Copies.....	\$5.00/each
Obstruction Permit .....	\$200.00
Oversize/Overweight Permit Administrative Fee .....	\$50.00
Overweight Fee .....	\$6.00/ESAL/mile
Plans & Specifications-At Office or Mailed .....	Project Specific
Residential/Field Access Permit.....	\$200.00
Deposit – Refunded upon County Approval.....	\$300.00
Sign Materials – Public Agencies Only .....	Actual Cost + Tax + 5%
Street/Commercial Access Permit .....	\$300.00
Deposit – Refunded upon County Approval.....	\$300.00
Utility Permit.....	\$200.00
Registration – One Time Fee .....	\$10.00
Deposit – Refunded upon County Approval.....	\$1,000.00

## RECORDER

### Abstract

Abstracting Fees	
Continuation Certificate.....	\$40.00
New Order Certificate .....	\$50.00
Entry.....	\$5.00
Exhibits.....	\$1.00/page
Judgement Search .....	\$5.00/name
Searches, Tax & Other Liens .....	\$5.00/name
Return Fee – If not picked up.....	\$10.00
Computer Report – Printed .....	\$15.00 + \$1.00/page
Condominium Filing.....	\$56.00
Copies of Record	

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Uncertified Copies .....	\$1.00/page
Certified Copy .....	\$1.00/page - \$10.00 Minimum
Plat Copies .....	\$9.50 + \$0.50 Certification
Current Tax Certificate .....	\$10.00/parcel
Delinquent Tax Certificate .....	\$10.00/parcel
Email Fee .....	\$5.00 + \$1.00/page
Fax Fee .....	\$5.00 + \$1.00/page
Plat Filing .....	\$56.00
Recording of Documents .....	\$46.00 Minimum
Multiple Assignments & Releases with 4 Document Citations or Less .....	\$46.00 Minimum
Additional Document cited over first 4 .....	\$10.00/each
Special Assessment Certificate .....	\$10.00/parcel
Well Disclosure Certificate.....	\$50.00
<b>Torrens</b>	
Condominium Filing.....	\$56.00
Entry as Memorial Multiple Assignment/Satisfaction .....	\$46.00
Exchange Certificates	
Canceled .....	\$20.00/each
New .....	\$20.00/each
Original Certificate of Title.....	\$46.00
Plat Filing .....	\$56.00
Registered Land Survey .....	\$56.00
Residue Certificate.....	\$40.00
Torrens Certificate – Certified .....	\$10.00
Torrens Certificate – Copy .....	\$1.00/page
Transfer of Fee Simple Title – New Certificate .....	\$46.00
Well Disclosure Certificate.....	\$50.00
<b>Vital Statistics</b>	
Birth Certificate	
Certified.....	\$26.00
Additional – Certified .....	\$19.00/each
Non-Certified.....	\$13.00
Death Certificate	
Certified.....	\$13.00
Additional – Certified .....	\$6.00/each
Non-Certified.....	\$13.00
Emergency Certified Copies – Issued Non-Work Hours.....	\$30.00 + Fee
Marriage Application	
Without Counseling.....	\$115.00
With Counseling .....	\$40.00
Marriage Certificate – Copy.....	\$9.00
Marriage Document Re-Issue – Applicant Error .....	\$15.00
Verification of Information – Includes Genealogy Searches.....	\$20.00/hour
<b>Miscellaneous Fees</b>	
Abstract Update by Phone (Verbal).....	\$40.00
LandShark	
Setup Fee.....	\$50.00
Monthly Fee .....	\$50.00
Image.....	\$2.00/each
Listing of Documents of One Instrument Type by Grantor/Grantee.....	\$15.00/name + Copy Fee
Notary Filing .....	\$20.00
Ordinations.....	\$20.00

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Passport Books	
Adults – 16 & Over .....	\$145.00
Children – Under 16 .....	\$115.00
Passport Cards	
Adults – 16 & Over .....	\$65.00
Children – Under 16 .....	\$50.00
Passport Photo .....	\$15.00

## SHERIFF

### Civil Process Fees

Accident Report .....	\$5.00
All Other Process Service .....	\$50.00
Certificate of Sale.....	\$40.00
Copies	
Minimum up to 15 Pages .....	\$15.00
Over 15 Pages.....	\$0.50/each
Criminal History Background Check.....	\$50.00
Deputy Stand-by Time – Unlawful Detainers, Etc.....	\$45.00/hour
Duplicate Return.....	No Charge
Execution, Demand.....	\$50.00
Mileage – Per Mile – Round Trip .....	Included in Fees
Mortgage Foreclosure Sale/Sheriff’s Sale.....	\$75.00
Person – Not Found – Includes Mileage .....	\$50.00
Posting Sale Notices.....	\$50.00
Redemptions.....	\$200.00
Deposit .....	\$100.00
Summons or Process .....	\$50.00
Writ of Execution	
County Commission.....	5% of Judgement
Satisfied .....	\$50.00
Unsatisfied.....	\$50.00
Deposit .....	\$100.00
<b>Other Fees</b>	
Board of Prisoners Out of County Federal Contract .....	\$55.00
Burning Permit – 1 Year .....	\$10.00
Fingerprints.....	\$20.00
Inmate Expenses	
Booking Fees .....	\$10.00
Medical Co-Pay.....	\$10.00
Out of County Boarding.....	\$60.00/day
Impound Lot .....	\$10.00/day
Levy.....	\$50.00