



# Chippewa County Fee Schedule

Adopted January 1, 2022

Updated January 1, 2024

**RESOLUTION**  
2024 Chippewa County Fee Schedule

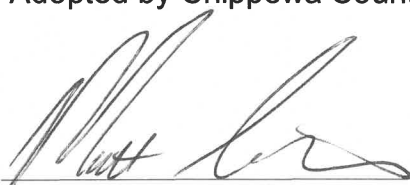
WHEREAS, pursuant to Minnesota Statute 373.41, the County Board of Commissioners may charge fees for services provided by any county office, official, department, court, or employee; and

WHEREAS, the Department Heads have reviewed all their fees for 2024 and presented the updated Fee Schedule in a Public Hearing on December 19, 2023; and

WHEREAS, the Chippewa County Board of Commissioners reviewed the proposed Fee Schedule;

THEREFORE, BE IT RESOLVED, by the Chippewa County Board of Commissioners that the 2024 Chippewa County Fee Schedule as presented has been approved, effective January 1, 2024.

Adopted by Chippewa County Board of Commissioners this 19<sup>th</sup> day of December 2023.



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Matt Gilbertson, Chairman  
Chippewa County Board of Commissioners

I, Michelle May, Auditor/Treasurer/Coordinator in and for the County of Chippewa, Minnesota, do hereby certify that the above is a true and correct copy of a resolution adopted by the Chippewa County Board of Commissioners on the 19<sup>th</sup> day of December 2023.



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Michelle May  
Chippewa County Auditor/Treasurer/Coordinator

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This Fee Schedule is not inclusive of all County fees. Please inquire for more information about a specific service or fee.

## ALL DEPARTMENTS

Notary	\$ 5.00
NSF checks	\$ 30.00
NSF ACH	\$ 15.00
Mileage	IRS Rate
Labels, email	\$ 20.00
Labels, printed	\$ 35.00 + \$1.00/page
Copies	\$ 1.00/page
Email	\$ 1.00/page
Fax	\$ 1.00/page
High Volume Copies/Email/Fax – estimated based on number of pages and \$25/hour	Varies
Data Request - estimated based on research time and number of pages and \$25/hour	Varies

## AG/DRAINAGE INSPECTOR

Administration of MDA Pesticide Testing	\$ 60.00/exam
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## ASSESSOR

Field Card (CAMA Card), print or email (no fax) (no charge to property owner)	\$ 1.00/page
Existing Query Reports	\$ 35.00 + \$.04/record
New Query Report	\$ 75.00 + \$.04/record
Research	\$ 25.00/hour

## AUDITOR/TREASURER

### LICENSING

Tobacco License	\$ 150.00
Liquor License	
<i>Public hearing required prior to rate increase</i>	
<i>Per MN Statute §340A.408, subd. 3a</i>	
On-Sale	\$1,500.00
Off-Sale	\$ 300.00
Sunday	\$ 200.00
3.2% Beer Off-Sale	\$ 10.00
3.2% Beer On-Sale	\$ 25.00
Temporary Beer On-Sale	\$ 30.00
Temporary Intoxicating Liquor On-Sale	\$ 30.00
Consumption & Display	\$ 100.00

This Fee Schedule is not inclusive of all County fees. Please inquire for more information about a specific service or fee.

**MISCELLANEOUS**

Auctioneer License	\$ 20.00
Transient Merchant License	\$ 150.00
Auditor Certificate	\$ 200.00
Confession of Judgement    Set-up charge	\$ 50.00
County Plat Book	\$ 35.00

**TAXATION**

TIF District Set-up	\$ 100.00 plus \$10/parcel
Special Assessment Set-up	\$ 5.00/parcel
Request for Labels, email	\$ 20.00
Request for Labels, printed	\$ 35.00 + \$1.00/page
Delinquent Tax File w/o Legal Descriptions	\$ 50.00
Delinquent Tax File w/ Legal Descriptions (Judgement Book)	\$ 175.00
Current/Delinquent File	\$ 250.00
Current Tax Listing	\$ 250.00
Unpaid Listing	\$ 35.00 + \$1.00/page
Other Requests for Data, 2 hours minimum charge	\$ 25.00/hour
Split or Combine Parcel	\$ 75.00/parent parcel

**COURTS**

For information about Court Fees, please visit [www.mncourts.gov](http://www.mncourts.gov) or call 320-269-7774.

**FAMILY SERVICES**

Corporate Adult Foster Care Providers	
Initial License & other 1-year licenses	\$ 500.00
Relicense & other 2-year licenses	\$ 500.00
Corporate Child Foster Care Providers	
Initial License & other 1-year licenses	\$ 500.00
Relicense & other 2-year licenses	\$ 500.00
Court Visitor, per hour	\$ 50.00
Out of Home Placement Parental Contribution	See policy
Passports – call for appointment, 320-269-6401, <a href="http://www.travel.state.gov">www.travel.state.gov</a>	Fees set by Department of State

This Fee Schedule is not inclusive of all County fees. Please inquire for more information about a specific service or fee.

## LAND & RESOURCE MANAGEMENT

### PARKS

Buffalo Lake & Wegdahl	
Cabin Rental, daily	\$ 50.00
Camping Site, daily	\$ 25.00
Shelter Reservation, daily	\$ 1.00
Reservations are first come, first served	
<a href="http://www.co.chippewa.mn.us/175/Land-Resource-Management/">www.co.chippewa.mn.us/175/Land-Resource-Management/</a>	

### SOLID WASTE/RECYCLING

Solid Waste Assessment Fee (Per parcel on properties with building value over \$5,000)	
Township properties	\$12.00
Residential properties in Cities	\$36.00
Commercial/Industrial properties	\$60.00
Apartment buildings with 3 units or more	\$36.00 (per unit)

### Demolition Landfill

In County Residents & Residents within 2 miles of Montevideo

Demolition tipping fee per ton (excluding tax)      \$ 36.00

Out of County Residents

Demolition tipping fee per ton (excluding tax)      \$ 108.00

Minimum tipping weight for all customers      ¼ (quarter) ton

### LAND USE PERMITS

Agricultural Building	\$ 100.00
Agricultural Building Addition	\$ 50.00
Basement (Same as Dwelling Addition/Alteration)	\$ 50.00
Commercial Building	\$ 100.00
Commercial Building Addition	\$ 50.00
Commercial Solar (Per Megawatt rounded up)	\$1,500.00
Commercial Wind (Per Megawatt rounded up)	\$1,500.00
Concrete Pad - No Permit Needed	\$ 0.00
Dwelling Addition/Alteration (including deck)	\$ 50.00
Dwelling, New	\$ 100.00
Garage	\$ 50.00
Gazebo-Type Memorial Structure	\$ 25.00
Grain Bin	\$ 50.00
Kennel	\$ 50.00
Moving any Building, except Portable Building	\$ 25.00

This Fee Schedule is not inclusive of all County fees. Please inquire for more information about a specific service or fee.

Personal Pet House – No Permit Needed	\$ 0.00
Portable Building (up to 10' x 12')	\$ 25.00
Septic System	\$ 100.00
Sign	\$ 50.00
Mining	\$ 100.00
Recorder's Fee (per document)	\$ 46.00
Conditional Use Permit *	
Scheduled Meeting	\$ 400.00
Special Meeting	\$ 800.00
Petition to Amend the Ordinance	\$ 400.00
Variance *	
Scheduled Meeting	\$ 400.00
Special Meeting	\$ 800.00
Petition to Amend the Ordinance	\$ 400.00
Rezoning	
Scheduled Meeting	\$ 400.00
Special Meeting	\$ 800.00
Subdivision/Platting	
Five (5) Plats	\$ 250.00
Each Additional Plat	\$ 50.00
Land & Related Resources Management Ordinance Manual	\$ 25.00

Failure to secure a land use permit or failure to comply with the provisions of the Chippewa County Land & Related Resources Management Ordinance shall be subject to a \$50 fine. A second offense shall be subject to a \$100 fine. A third offense shall be subject to a \$500 fine. These fines are in addition to the appropriate permit fee(s).

It is a violation, for which a person could be prosecuted and/or legal action taken against him/her, not to have obtained a Land Use Permit when required to do so by the Chippewa County Land & Related Resources Management Ordinance.

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## LICENSE BUREAU

For information about fees visit [www.dps.mn.gov](http://www.dps.mn.gov) or [www.dnr.state.mn.us/licenses/](http://www.dnr.state.mn.us/licenses/) or call 320-269-6035.

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## PUBLIC HEALTH

For information about fees for Public Health please call 320-269-2174.

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## RECORDER

### ABSTRACT DOCUMENTS

This Fee Schedule is not inclusive of all County fees. Please inquire for more information about a specific service or fee.

Recording Document	\$ 46.00
Multiple Assignments and Satisfactions, up to four (4)	\$ 46.00
*Any additional, four (4) or more	\$ 10.00
Well Certificates	\$ 50.00
Recording Plat	\$ 56.00
Copy of Plat	\$ 10.00 + \$5.00 to certify
Non-certified Copy of Document, paper/email/fax	\$ 1.00/page
Certified Copy of Document	\$ 10.00
Research Fee	\$ 25.00/hour

#### TORRENS DOCUMENTS

File Deed (includes new certificate)	\$ 46.00
File Torrens document	\$ 46.00
Well Certificate	\$ 50.00
File a plat	\$ 56.00 + \$40 each new certificate
Copy of plat	\$ 10.00 + \$5.00 to certify
File a Registered Land Survey	\$ 56.00 + \$40 each new certificate
Certified Copy of Registered Land Survey	\$ 15.00
Residue Certificate	\$ 40.00
Exchange Certificate	\$ 20.00 each old/each new
Non-certified Copy of Document, paper/email/fax	\$ 1.00/page
Certified Copy of Document	\$ 10.00
Research Fee	\$ 25.00/hour

#### ABSTRACTING

Continuation Certificate	\$ 50.00
Original Certificate	\$ 60.00
Abstract Entry	\$ 5.00
Re-caption only	\$ 20.00
Caption	\$ 1.00
Cover	\$ 4.00
State Tax Lien Search	\$ 2.00/name
Federal Tax Lien Search	\$ 2.00/name
Bankruptcy Search	\$ 2.00/name
Judgement Search	\$ 5.00/name
Exhibits	\$ 1.00
Postage	\$ 15.00
Current Owner Report with Certificates	\$ 150.00
40 Year Search with Certificates	\$ 200.00

#### iDOC MARKET SUBSCRIPTIONS \_ ONLINE REAL ESTATE RECORDS

Quick Pass (1 Hour)	\$ 6.00
Day Pass	\$ 10.00
Monthly Subscription A	\$ 50.00
Monthly Subscription B	\$ 100.00

This Fee Schedule is not inclusive of all County fees. Please inquire for more information about a specific service or fee.



Monthly Subscription C	\$ 200.00
Monthly Subscription D	\$ 500.00

## VITALS

One Certified Birth Certificate	\$ 26.00
*Each Additional Copy	\$ 19.00
One Non-certified Birth Certificate	\$ 13.00
One Certified Death Certificate	\$ 13.00
*Each Additional Copy	\$ 6.00
One Non-certified Death Certificate	\$ 13.00
Amendment to Birth and Death Certificates	\$ 40.00
Marriage License with Premarital Education	\$ 40.00
Marriage License w/o Premarital Education	\$ 115.00
Certified Copy of Marriage	\$ 9.00
Duplicate Marriage License	\$ 25.00
Amendment to Marriage Certificate	\$ 20.00
Research Fee	\$ 25.00/hour

## PUBLIC SERVICES

Notary Filing	\$ 20.00
Ordination Filing	\$ 40.00

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## ROAD & BRIDGE

### PERMITS

Approach	\$75 plus materials
Transportation (Overweight and/or Over-Dimension)	\$25 to \$200
Utility	No Charge
Barricading County Road	No Charge
Special Agriculture Products Permit	\$300 or \$500
Roadway Ditch Cleanout	No Charge
Miscellaneous Sign	\$200 plus materials at cost plus 10%

### SERVICES

Dust Control, County Roads	See Current Highway Department Dust Control Policy
Dust Control, Township/Municipal Roads	See Current Highway Department Dust Control Policy
Culverts	Cost plus 10%*
Swing-away Mailbox Post	Cost plus 10%*
Swing-away Mailbox Post installation on County Roads Only	\$125 per post installation

This Fee Schedule is not inclusive of all County fees. Please inquire for more information about a specific service or fee.

Slip Sand

Cost plus 10%\*

Other Materials

Cost plus 10%\*

\*The sale of materials will be according to the latest version of the Chippewa County Highway Department Customer Service Policy.

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## SHERIFF

### GENERAL

Burning Permit – apply online <a href="http://www.co.chippewa.mn.us">www.co.chippewa.mn.us</a>	No Charge
Deputy Rate (per deputy) – 2 hours minimum	\$ 75.00/hour
Shipping Documents	Actual Cost
Permit to Carry, New	\$ 100.00
Permit to Carry, Renewal (within 90 days prior to expiration)	\$ 75.00
Permit to Carry, Expired (less than 30 days)	\$ 85.00
Data Request Disks	\$ 2.00/disk
Data Request Photos	\$ 5.00/photo

### CIVIL PROCESS

Service of Civil Process, per individual or business, flat fee	\$ 75.00
Service of Civil Process, Not found/Returned per individual or business, flat fee	\$ 75.00
Posting 3 Notices	\$ 75.00
Writ of Execution, per individual or business, flat fee	\$ 75.00
Writ of Execution – Commission	6%
Sheriff's Sale of Real or Personal Property	\$ 75.00
Mortgage Foreclosure Sale	\$ 75.00
Certificate of Redemption	\$ 250.00
A \$50 Non-Refundable Deposit, along with the Redemption Payoff Request Form is necessary to start the Redemption Process. The balance is due at the time of the sale.	
Advance Fees for Seizure of Property	Discretion of Sheriff
Deputy Presence at Eviction, 2 hours minimum	\$ 75.00/hour
Storage on County Property	\$ 15.00/Day

### JAIL

Boarding Fee, per day	\$ 60.00
Booking Fee	\$ 25.00
Pay to Stay, per day	\$ 25.00
Huber Fee, per day, must be paid a week in advance	\$ 25.00
Urinalysis or Swab Test	\$ 35.00
Patch Test	\$ 55.00
PBT, in person, per test, half of total paid in advance (non-refundable)	\$ 5.00
Public Fingerprinting, anytime with appointment	\$ 10.00

This Fee Schedule is not inclusive of all County fees. Please inquire for more information about a specific service or fee.

Court Ordered Fingerprinting (criminal)

\$ 25.00

**CORRECTIONS**

For information about fees for 6W Community Corrections please call 320-269-6513.

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**VETERANS SERVICE OFFICE**

For information about transportation for medical care and other services please call 320-269-6419.

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