

SIBLEY COUNTY FEE SCHEDULE

Amended December 24, 2019

COUNTY WIDE

County's Comprehensive Plan Report	\$35.00
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

AUDITOR/TREASURER

Audit Verifications	\$50.00/hour
Auditor Certificates.....	\$200.00
County Revenue Recapture Fee	\$10.00
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
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
County and Joint Drainage Projects	
New Construction & Improvements.....	\$200.00 Minimum
Cost of Project up to \$50,000.....	1%
Cost of Project \$50,000 - \$200,000.....	0.5%

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Cost of Project over \$200,000	0.5%
Delinquent Processing	
Delinquent Publication Fee	\$30.00
Confession of Judgement	\$100.00
Forfeiture Administrative Fee.....	\$10.00
Forfeiture Property Listing.....	No Charge
Elections	
Elections Filing Fees	
County Offices	\$50.00
SWCD Offices.....	\$20.00
Licensing	
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
COURT ADMINISTRATION	
Adoption	\$370.00
Child Support Motion Fee.....	\$75.00
Civil	
Plaintiff.....	\$295.00
Defendant	\$295.00
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
Uncertified	\$8.00/doc
Dissolution	
Petitioner.....	\$375.00
Respondent	\$375.00
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

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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
Titled Watercraft Applications, Transfers, Duplicates, Corrected	\$7.00
Snowmobiles	
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
Registrations.....	\$11.00
Renewals	\$7.00
Title Transfers.....	\$11.00
CDL Manual.....	\$10.00
Driver’s Manual	\$6.00
Motorcycle Manual	\$6.00

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PROPERTY ASSESSING & ZONING

Assessing

Aerial Photos – Copy or e-mail

Black & White	\$1.00/page
Color	\$2.00/page

CER Parcel Information & Prodex Map..... \$1.00/parcel

Data Requests > 30 Minutes..... \$25.00/hour

Electronic File – Property Tax Information

Set-Up.....	\$25.00
Per Parcel Fee.....	\$0.02

Property Data Requests – e-mailed..... \$5.00

CRV – e-mailed..... \$1.00

Parcel Permit Report to District – e-mailed..... No Charge

Zoning

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

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..... \$50.00 or \$1 per \$1,000 value after \$50,000

Solar Development Fees

Small Solar Energy System <= 40 kw..... \$250.00

Large Solar Energy System >40 kw..... \$500.00

Sewer Permit

Type 1 – Mound, Trench, Upgraded Systems..... \$400.00

Type 2 – Holding Tank w/ O/P..... \$400.00

Type 3 – Disturbed Soil, etc w/ O/P..... \$400.00

Type 4 – Requires an O/P..... \$660.00

Type 5 – Engineered System (Add fee for Systems > 750 GPD)..... \$660.00

County supplied Serv Provider..... \$200.00

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Owner install surcharge	\$300.00
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	\$500.00
Cost of Improvement > \$20,000	\$1,000.00
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.....	Cost + \$20.00/Injection
Infant, Child, Adult Immunization Admin Charge	\$20.00/injection
Other Services	
Lead Testing.....	\$15.00
CD's/DVD's.....	\$10.00
Chemical Use Assessment	\$150.00
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%
Seed for Slopes.....	\$30.00
E-911	

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Post.....	\$15.00 + Tax/each
Sign.....	\$25.00 + 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.....	\$5.00
Computer Report – Printed	\$15.00 + \$1.00/page
Condominium Filing.....	\$34.50
Copies of Record	
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
Torrens	
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

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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
Vital Statistics	
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
Miscellaneous Fees	
Abstract Update by Phone.....	\$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
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	\$10.00
Tract Search	\$40.00
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

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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
Other Fees	
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
Pay to Stay.....	\$20.00/day
Out of County Boarding.....	\$60.00/day
Impound Lot	\$10.00/day
Levy.....	\$50.00

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