

WADENA COUNTY SCHEDULE OF FEES
Effective 7-6-21

	Current Fee	Effective Date	Proposed Fee
<u>AUDITOR/TREASURER FEES:</u>			
Confession of Judgment Set Up Fee:	\$25.00	1/1/2008	
Research Fee	\$10.00	1/1/2008	
Publication Fee	\$30.00 per parcel	7/7/2015	
Tax Increment District Set-up Fee	\$100.00 per district	7/7/2015	
First Year Special Assessment Set-Up Fee	\$5.00 per parcel	10/7/2014	
Special Assessment Annual Maintenance Fee	\$2.00 per parcel	7/7/2015	
Preparation of an "Auditor's Certificate"	\$150.00	1/1/2013	
Tax Abatement Fee	\$500.00	12/17/2019	
Registration of a Dangerous Dog	\$50.00	1/1/2013	
Annual Renewal Fee for Dangerous Dog	\$25.00	1/1/2013	
Dangerous Dog Sign	\$14.00/per sign	1/1/2013	
Dangerous Dog Tag	\$6.00/each	1/1/2013	
Transient Merchant License	\$150.00		
Liquor, Wine or 3.2% License	\$40.00		
On Sale Liquor License	\$800.00		
Off Sale Liquor License	\$300.00		
Sunday Sale Liquor License	\$200.00		
Temporary Event License for Sale of Alcohol	\$300.00		
Tobacco License	\$50.00		
Auctioneer License	\$20.00		
Large Assembly Event License	\$400.00		
Subsequent license for same event and location	\$250.00	11/5/2019	
<u>COURT ADMINISTRATION</u>			
Non-Contracted Court Appointed Attorney	\$75/per hour	7/6/2021	

WADENA COUNTY SCHEDULE OF FEES
Effective 7-6-21

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<u>GIS DEPARTMENT FEES:</u>			
Large Scale Printing Setup Fee	\$30.00 per 1/2 hr.	5/15/2007	
24" Wide Parcel Map (non-aerial)	\$4.00	5/15/2007	
36" Wide Parcel Map (non-aerial)	\$6.00	5/15/2007	
42" Wide Parcel Map (non-aerial)	\$8.00	5/15/2007	
24" Wide Parcel Map (aerial)	\$6.00	5/15/2007	
36" Wide Parcel Map (aerial)	\$8.00	5/15/2007	
42" Wide Parcel Map (aerial)	\$10.00	5/15/2007	
County Offices Map Charge		5/15/2007	
E-911 Signing	\$100.00	1/19/2012	
<u>PARKS DEPARTMENT FEES:</u>			
Camping Fees per site per night:	\$14.00	1/1/2019	
Reserve Old Wadena Park/Campground with Pavillion	\$200.00/day	1/1/2019	
Reserve Old Wadena Park/Campground without Pavillion	\$150.00/day	1/1/2019	
Reserve Old Wadena Pavillion-day use/must be out by 10pm	\$50.00/day	1/1/2019	
<u>ZONING DEPARTMENT FEES:</u>			
Land Use Permits for building	\$75.00		
Land Use Permits for Septic Systems	\$150.00	12/17/2009	
Pre-construction soil evaluation	\$100.00		
Conditional Use Permit Application	\$250.00		
Variance Application	\$250.00		
Rezoning	\$250.00		
Preliminary Plats	\$250 + \$100 per lot		
Late Fee (After the Fact Permits)	\$250.00	1/1/2013	
Wadena County Plat Book	\$30.00	1/1/2017	

WADENA COUNTY SCHEDULE OF FEES
Effective 7-6-21

	<u>Current Fee</u>	<u>Effective Date</u>	<u>Proposed Fee</u>
<u>RECORDER'S OFFICE FEES:</u>			
Abstract Department			
Recording Document	\$46.00		
Multiple Satisfactions/Partial	\$46.00		
Releases/Assignments/Modifications:	\$46.00		
With 4 document citations or less	\$46.00	1/1/2006	
Additional for each document cited over first 4	\$10.00	1/1/2006	
Plat	\$56.00	1/1/2006	
Amended: Floor Plan (515), Condominium (515A) CIC Plat or Amend (515B)	\$.50 cents per apartment/unit with a \$56.00 minimum		
Torrens Department			
Original Certificate of Title	\$46.00	June 2008	
Document Transferring Certificate:	\$46.00	June 2008	
For Each Multiple Certificate Issued, thereafter	\$40.00	June 2008	
Entry of Each Memorial on Certificate	\$46.00	June 2008	
For Each Multiple Certificate Memorialized, thereafter	\$20.00	June 2008	
Issuance of Residue Certificate	\$40.00	June 2008	
Issuance of Exchange Certificate:			
For Each Cancelled Certificate	\$20.00	June 2008	
For Each Certificate Issued	\$20.00	June 2008	
Well Disclosure Certificate	\$50.00	7/21/2011	
Plat	\$56.00	June 2008	
Recording Document affecting 2 or more units:		June 2008	
Condo Chapter 515 or CIC (first certificate memorialized)	\$46.00	June 2008	
For Each Multiple Certificate Memorialized, thereafter	\$20.00	June 2008	
Recording Amended Declaration with Related Amended Floor Plan Chapter 515:			
For Each Multiple Certificate Memorialized, thereafter	\$56.00	June 2008	
	\$20.00	June 2008	

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Effective 7-6-21

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Issuance of Common Element Certificate of Title (CECT)	\$40.00	June 2008	
Recording CIC Declaration and a CIC Plat OR Recording Amendment to CIC Declaration and a Related Amendment to CIC Plat OR Recording Supplemental CIC Declaration and a Related Supplemental CIC Plat:			
For Each Multiple Certificate Memorialized, thereafter	\$20.00	June 2008	
Recording Court Certified Copy of a plat of the SURVEY:	\$46.00	June 2008	
For Each Multiple Certificate Memorialized, thereafter	\$20.00	June 2008	
Registered Land Survey	\$56.00	June 2008	
Certified Copy of Registered Land Survey	\$15.00	June 2008	
Condition of Register (Certified)	\$50.00	June 2008	
Copies and Searches			
Certified Copy of Document - per document flat fee	\$10.00	7/1/2005	
Non-Certified Photocopy of Document	\$1.00 per page	7/1/2005	
Copy of Official Plat	\$10.00	7/1/2005	
Add Certification \$5.00 to above - Large plat size only	\$15.00	7/1/2010	
Copy of: Floor Plan (515) Condominium (515A), CIC Plat (515B)	\$1.00 per page \$10.00 minimum	7/1/2005 7/1/2005	
Attested Copy (non-cert copy or duplicate original must be submitted w/recording)	\$2.00	7/1/2005	
Survey Copy	\$5.00	7/1/2007	
Attested Copy	\$2.00	7/1/2007	
Fax or E-mail fee	\$5.00	7/1/2005	
Tract Search	\$10.00 per parcel	7/1/2005	
Federal & State Tax Line Search - per name	\$20.00	7/1/2005	
UCC Filing (Orig,Amend,Cont,Term,Info Request, etc.)	\$20.00	7/1/2005	
Affidavit to Alter Marriage Certificate (after filed)	\$20.00	1/1/2013	
Passport Photos	\$14.00		
Ministerial Credentials	\$20.00	10/7/2014	

WADENA COUNTY SCHEDULE OF FEES
Effective 7-6-21

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Photocopies/document			
Black and White	0.25/per page	6/7/2021	
Color	\$1.00/per page	6/7/2021	

WADENA COUNTY SCHEDULE OF FEES
Effective 7-6-21

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<u>SHERIFF'S DEPARTMENT FEE SCHEDULE:</u>			
Serving summons, warrant, writ, subpoena for any process issued by a court of record for each defendant served	\$75.00 including mileage	6/4/2013	
Taking & approving a bond	\$8.00	6/4/2013	
Taking & approving a bond (Certified Copy)	\$2.00	6/4/2013	
Collection on execution after levy: 10% of amount seized, collected, or stipulated to by the parties as a result of the Sheriff's levy	10%	6/4/2013	
Posting three notices of sale	\$75.00	6/4/2013	
Certificate of sale of real estate	\$30.00	6/4/2013	
A copy when requested	\$12.00	6/4/2013	
Selling land on foreclosure of a mortgage, for all services required, including executing certificate of sale and postponing such sale	\$75.00	6/4/2013	
Making diligent search and/or inquire and returning papers Not Found when defendants cannot be found	\$75.00	6/4/2013	
Returning an execution unsatisfied when no service is made	\$75.00	6/4/2013	
Receiving & paying over money paid on redemption of property and executing a certificate: MN State Statute 580.25 for the documents delivered to the Sheriff following a redemption	\$20.00	6/4/2013	
For issuing the certificate of redemption and any related service	\$250.00	6/4/2013	
Securing and safely keeping property in replevin or attachment or on execution; to be computed on			

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Effective 7-6-21

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the basis of time spent and hourly rate of: pay of the sheriff or deputy executing the process Plus mileage & deputy's time, if more than one hour	\$75.00	6/4/2013	
Standing by on property exchange on Writ of Restitution (Evictions) and other court orders when possible to collect	Deputy time-includes milea	6/4/2013	
Writ of Execution - for each Bank Levy, Wage Levy, or Personal Demand to be paid in advance	\$100.00	6/4/2013	
Preparing a Levy	\$20.00	6/4/2013	
For services not herein enumerated	\$75.00	6/4/2013	
When mileage is allowed the sheriff, it shall be computed from the place where the court is usually held computed on a round trip basis per mile	IRS Rate	12/12/2017	
Background checks-in house (each)	\$5.00	6/4/2013	
Background checks-in house & dispatch (each)	\$10.00	6/4/2013	
Copies of Reports	\$0.25 per sheet	12/12/2017	
Copy of CD/DVD	\$10.00	12/12/2017	
Towing	Actual cost of towing	12/12/2017	
Gun Permit Fee	\$100.00	6/4/2013	
Gun Renewal	\$75.00	6/4/2013	
Gun Late Renew/replacement	\$10.00	6/4/2013	
Storage @ Sheriff's Impound (cap at \$2,400 plus tow bill)	\$15.00 per day	12/12/2017	
Rental of deputy	\$50.00/hr includes mileage	6/4/2013	
Notice of Intent to Redeem (per MN State Statute 580.24)	\$100.00	6/4/2013	
Fingerprinting	\$20.00	6/23/2020	
The mileage will not be separated out anymore. It will be included in the service fees.			

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Effective 7-6-21

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<u>FRIENDLY RIDER TRANSIT FEES:</u>			
Single Ride - One Way for 0-5 Miles	\$1.50	10/20/2015	
Single Ride - One Way for over 5-10 Miles	\$3.00	10/20/2015	
Single Ride - One Way for over 10 Miles	\$4.50	10/20/2015	
Book of 12 Tickets	\$15.00	10/20/2015	
Bus Pass Replacement	\$2.00	1/1/2018	
Passes-Unlimited 30 Days (One Way for 0-5 miles)	\$35.00	7/9/2019	
Passes-Unlimited 30 days (One Way for 5+-10 miles)	\$70.00	7/9/2019	
Passes-Unlimited 30 days (One Way for over 10 miles)	\$100.00	7/9/2019	
Side Bus Advertisement	\$75/month	7/9/2019	
Back Bus Advertisement	\$75/month	7/9/2019	
TV Bus Advertisement	\$50/month	7/9/2019	

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Effective 7-6-21

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<u>HIGHWAY DEPARTMENT FEES:</u>			
Mailbox Supports	\$80.00 Each	11/17/2020	
Commodity Sales to Townships & Local Agencies: Cost + Sales Tax	+ 10% Handling	1/19/2012	
Tandem Truck Rental w/Operator	\$150.00/HR	11/17/2020	
Excavator Rental w/Operator	\$200.00/HR	11/17/2020	
Skid Steer Rental w/Operator	\$100.00/HR	11/17/2020	
Blade/Grader Rental w/Operator	\$200.00/HR	11/17/2020	
Broom Rental w/Operator	\$60.00/HR	11/17/2020	
Craftco Tar Melter(Requires 4 Hwy Maint Employees @ \$40/hr ea)	\$150/HR	7/6/2021	
1 1/2 Ton Truck Rental	\$1.30/Mile	7/6/2021	
Packer Rental	\$100/Day	7/6/2021	
Sign Truck	\$1.71/mile	7/6/2021	
Hwy Maintenance Worker III	\$40.00/HR	11/17/2020	
Entrance Permit (\$100 Deposit + \$150 Fee Costs)	\$250.00	6/4/2013	
Sand/Salt Mixture	\$50/ton	1/1/2018	
Sand/Salt Mixture	\$4.00 bucket	7/7/2015	
Culverts and Signs	10% Handling Fee	1/1/2013	
Crack Seal Filler	\$1.00/lb	7/6/2021	
Rock Salt	127.60/ton	11/5/2019	
Used Posts	\$3.00 each	1/1/2013	
Used Cutting Edges	\$3.00 each	1/1/2013	
5 Gallon Salt	\$4 per bucket	6/4/2013	
Used/Salvage Materials: cost to dispose	plus 10% Handling	7/7/2015	
Aggregate Gradation (Full)	\$94.00	7/9/2019	
Copies	\$0.25/Page	7/9/2019	
Large Format Printing/Copying	\$0.50/Page	7/9/2019	
Borrow Material	\$1.00/CY	11/17/2020	

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SPIRAL CULVERT PRICE LIST:			
<u>Diameter</u>		7/6/2021	
	<u>Culvert Per (Lin. Ft)</u>	<u>10' Length</u>	<u>20' Length</u>
15" Diameter	\$15.62	\$156.20	\$312.40
Sales Tax	\$1.15	\$11.52	\$23.04
15" Total	\$16.77	\$167.72	\$335.44
18" Diameter	\$19.53	\$195.30	\$390.60
Sales Tax	\$1.44	\$14.40	\$28.81
18" Total	\$20.97	\$209.70	\$419.41
24" Diameter	\$24.73	\$247.30	\$494.60
Sales Tax	\$1.82	\$18.24	\$36.48
24" Total	\$26.55	\$265.54	\$531.08
30" Diameter	\$39.05	\$390.50	\$781.00
Sales Tax	\$2.88	\$28.80	\$57.60
30" Total	\$41.93	\$419.30	\$838.60
36" Diameter	\$46.86	\$468.60	\$937.20
Sales Tax	\$3.46	\$34.56	\$69.12
36" Total	\$50.32	\$503.16	\$1,006.32
<u>Diameter</u>	<u>Bands Each</u>		<u>End Sections</u>
15" Diameter	\$47.12		\$84.82
Sales Tax	\$3.48		\$6.26
15" Total	\$50.60		\$91.08
18" Diameter	\$58.90		\$93.17
Sales Tax	\$4.34		\$6.87
18" Total	\$63.24		\$100.04
24" Diameter	\$74.61		\$133.49
Sales Tax	\$5.50		\$9.84
24" Total	\$80.11		\$143.33
30" Diameter	\$94.25		\$308.70
Sales Tax	\$6.95		\$22.77
30" Total	\$101.20		\$331.47
36" Diameter	\$113.88		\$394.91
Sales Tax	\$8.40		\$29.12
36" Total	\$122.28		\$424.03

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Effective 7-6-21

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Culverts are sold in 10 and 20 foot lengths.

All bands are 24 inch width.

Prices included handling fee.

Only Wadena County Townships and Cities are allowed to charge to the Highway Department.

All others must pay at time of pickup.

Culverts will be picked up by appointment Monday through Thursday.

Minimum of two weeks required for availability of non-stock items and quantities consisting of 5 or more of the same size.

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<u>PUBLIC HEALTH DEPT. LICENSE FEE SCHEDULE:</u>			
<i><u>Food/Beverage Service</u></i>			
Base Fee	\$50.00	1/1/2020	
Limited Food	\$80.00	1/1/2013	
Small Establishment (seating less than 25)	\$100.00	1/1/2013	
Medium Establishment (seating 25 - 75)	\$200.00	1/1/2016	
Large Establishment (seating over 75)	\$350.00	1/1/2020	
Catering (Add on to Establishment Fee)	\$50.00	1/1/2016	
Catering (food service only)	\$150.00	1/1/2016	
Seasonal Temporary, Mobile or Permanent Food Stand	\$150.00	1/1/2016	
Special Event Single - No more than 10 days	\$40.00	1/1/2017	
Special Event Multiple - No more than 10 days	\$65.00	1/1/2017	
Special Event Discount with Approved Food Class	(\$25.00)	1/1/2020	
Alcohol Table Service Only	\$100.00	1/1/2013	
Alcohol Bar Service	\$130.00	1/1/2013	
School Food Service Inspection	\$275.00	1/1/2013	
<i><u>Lodging</u></i>			
Lodging base fee	\$150.00	1/1/2020	
Per Unit Fee	\$6.00/each	1/1/2016	
<i><u>MFG / Campground</u></i>			
Mfg Home Base Fee	\$170.00	1/1/2020	
Campground Base Fee	\$75.00	1/1/2020	
Mfg Home Per Site	\$5.00	1/1/2016	
Campground Per Site	\$3.00	1/1/2020	

WADENA COUNTY SCHEDULE OF FEES
Effective 7-6-21

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<u>Special Event Camping</u>			
Special Event Camping Base Fee	\$50.00	1/1/2020	
5-25 Sites	\$35.00	1/1/2020	
26-50 Sites	\$70.00	1/1/2020	
51-75 Sites	\$100.00	1/1/2020	
76-100 Sites	\$120.00	1/1/2020	
101-200 Sites	\$200.00	1/1/2020	
201 and up	\$300.00	1/1/2020	
<u>Youth Camps</u>			
Food/Beverage service	See above	1/1/2020	
Lodging	See above	1/1/2020	
Additional youth camp inspection items	\$50.00	1/1/2020	
<u>Pool/Spa</u>			
Base Fee	\$125.00	1/1/2020	
Public Pool	\$175.00	1/1/2020	
Additional Pool	\$175.00	1/1/2020	
Spa	\$150.00	1/1/2020	
Additional Spa	\$150.00	1/1/2020	
<u>Plan Review</u>			
New construction	\$275.00	1/1/2020	
Remodel	\$150.00	1/1/2016	
<u>Re-Inspection Fee</u>			
Applicable to all Licensed Establishments	\$150.00	1/1/2020	
Consultation Fee	\$35 per hr	1/1/2020	
Administrative Penalty Fee:	Per violation	1/1/2020	
Non-critical, critical health, critical imminent	\$30,\$60, 1/2 annual license	1/1/2020	

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Effective 7-6-21

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<i><u>Late Payment Penalty Fees</u></i>			
January 1 - January 15 per license category	\$50.00	1/1/2013	
January 16 - January 31 per license category	\$120.00	1/1/2013	
After January 31 per license category	\$360.00	1/1/2013	
<i><u>Partial Year Establishment Fees</u></i>			
New On or After October 1	1/2 Annual Fee	1/1/2017	
Refund Closure or Sale Before March 1st	1/2 Annual Fee	1/1/2020	
Vaccine MNVFC admin cost per dose	\$15.00/vaccine no-cost	1/1/2018	
Private Vaccine (flu only) - self pay	\$15.00+cost of vaccine	1/1/2018	
Private Vaccine (flu only) - roster billing (+\$2 billing fee)	\$17.00+cost of vaccine	1/1/2018	
Private Vaccine (flu) - insurance	\$20.00+cost of vaccine	1/1/2018	
Private Vaccine (HBV) - eligible organizations	\$20.00+cost of vaccine	1/1/2018	
Private Vaccine (HBV) - County First Responders	\$15.00+50% of vaccine	1/1/2018	
Health Promotion - Foot Care	\$20.00	7/9/2019	
Radon Test Kits - Short	\$5.00	1/1/2004	
Radon Test Kits - Long	\$10.00	1/1/2004	

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Effective 7-6-21

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SOLID WASTE DEPARTMENT FEES:

(Out-of-County Rate is Double the In-County Rate)

(Attendant has final determination on weighed loads vs. per cubic yard loads)

White Goods:

All Appliances Non-Freon (stove, microwave, dishwasher, dryer, etc.)

All Appliances Freon (refrigerator, freezer, A/C unit, etc.)

Commercial-type Appliances

Wadena County Taxpayer Rates:

\$5.00 11/17/2020

\$10.00 11/17/2020

\$5/sq. ft. + \$2 handling fee 1/1/2011

Electronics:

Flatscreen Computer Monitors & Televisions

\$10.00 1/1/2017

Tube Computer Monitors & Televisions up to 26"

\$10.00 11/17/2020

Tube Televisions 27" and Larger

\$15.00 11/17/2020

Computer Towers/Laptops/Servers

\$5.00 11/17/2020

Small Printers/Copiers/Scanners/Fax/DVD/VCR/Cable Box

\$4.00 11/17/2020

Large Printers/Copiers/Scanners (floor standing)

\$50.00 11/17/2020

Furniture:

(Acceptable Items)

Hide-a-bed

\$20.00 11/17/2020

Mattress/Box springs (twin size)

\$10.00 11/17/2020

Mattress/Boxsprings (full/queen)

\$12.00 11/17/2020

Mattress/Box springs (king)

\$15.00 11/17/2020

Sofas, Loveseats, Sectional Pieces

\$12.00 11/17/2020

Stuffed Chair/Recliner

\$6.00 11/17/2020

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Effective 7-6-21

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<u>Tire Fee Schedule:</u>			
<i>(Acceptable Tires)</i>			
Small Passenger Tire up to 15" (Minimum)	\$3.00	1/1/2011	
Small Passenger Tire up to 15" With Rim	\$6.00	1/1/2011	
Large Passenger Tire up to 16"+	\$4.00	11/17/2020	
Large Passenger Tire up to 16"+ With Rim	\$8.00	11/17/2020	
Semi truck/Trailer Tire	\$12.00	11/17/2020	
Semi truck/Trailer Tire With Rim	\$20.00	11/17/2020	
Tractor (38 or smaller)	\$20.00	1/1/2011	
Tractor (larger than 38)	\$30.00	1/1/2011	
Other Sizes Not Listed, Tracks, etc.	\$225/Ton	11/17/2020	
<u>Annual Parcel Service Fee:</u>			
Residential Parcels	\$60.00	1/1/2019	
Commercial parcels \$60 for first ton	\$50.00	1/1/2017	
and \$55 per ton additional ton thereafter	\$60 first ton	11/17/2020	
	\$55 per add	11/17/2020	
<u>Solid Waste Collection and Transportation License:</u>			
Annual License Fee (includes one vehicle)	\$100.00	11/5/2019	
Additional Fee (per year for each additional vehicle)	\$10.00	11/5/2019	
Non-cancellable surety bond	\$5,000.00	11/5/2019	
Auto Liability Combined Single Limit \$1,000,000		11/5/2019	
Commercial General Liability:		11/5/2019	
Each Occurrence \$1,000,000		11/5/2019	
General Aggregate \$2,000,000		11/5/2019	
Products and Completed Operations Aggregate \$2,000,000		11/5/2019	
Personal Injury and Advertising Injury \$1,000,000		11/5/2019	
Fire Damage \$100,000		11/5/2019	

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Effective 7-6-21

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<u>MSW and Demolition Debris Fee:</u>			
<i>Mixed Municipal Waste/Household Waste</i>			
13 Gallon Bag (minimum)	\$3.00	11/17/2020	
Per Bag (30-33 Gallon Bag)	\$5.00	11/17/2020	
Full Garbage Can/35 Gallon bag or larger	\$6.00	11/17/2020	
Bulk garbage (per yard)	\$22.00	11/17/2020	
MSW per ton (without discount or tax)	\$135.00	11/17/2020	
MSW per ton (with discount, w/o tax)	\$126.00	11/17/2020	
Construction Demolition (per yard)	\$15.00	11/17/2020	
Minimum (1/2 yard) demolition	\$8.00	11/17/2020	
Clean Concrete	\$7.00	11/17/2020	
Clean Shingles	\$7.00	11/17/2020	
<u>Unsorted Waste Loads:</u>			
Sorting Cost per hour, per employee	\$100.00	11/17/2020	
Unsorted Waste Load per ton (without discount)	\$270.00	11/17/2020	
Unsorted Waste Load per ton (with discount)	\$252.00	11/17/2020	
<u>Compost Loading Fee:</u>			
Per Loader Bucket	\$15.00	1/1/2011	
Per Skid Steer Bucket	\$5.00	1/1/2011	
<u>Scale Fee:</u>			
Per Weight Ticket	\$5.00	1/1/2011	
<u>Yard Waste/Brush:</u>			
Must be CLEAN and free of contaminates			Free to Residential Customers
Commercial per yard	\$5.00	1/1/2013	

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Effective 7-6-21

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<u>Fluorescent Bulbs /Batteries:</u>			
4' and under fluorescent bulbs	\$0.30	1/1/2013	
5' and over fluorescent bulbs	\$0.50	1/1/2013	
CFL	\$0.30	1/1/2013	
Round/Ubend/Circular Bulbs	\$0.45	1/1/2013	
HID	\$1.55	1/1/2013	
UV Bulbs	\$3.75	1/1/2013	
Capacitors	\$1.35	1/1/2013	
PCB Ballasts (per pound)	\$0.55	1/1/2013	
Batteries-Large Quantities (per pound)	\$1.50	1/1/2013	
Lead-acid automotive batteries	Free to Residential Customers		
<u>Recycling</u>			
Commercial Collection of Residential Recycling (per household per m	\$1.25	6/23/2020	
Processing fee for In-County Recycling	No Charge	6/23/2020	
Processing fee for Out-of County Recycling (per ton)	\$115.00	6/23/2020	
<u>Credit Card Transaction Fee</u>			
Per Transaction minimum fee (\$10-78 transaction)	\$1.95	6/23/2020	
Per Transaction Percentage fee (Transactions over \$78)	2.50%	6/23/2020	

WADENA COUNTY SCHEDULE OF FEES
Effective 7-6-21

Current Fee	Effective Date	Proposed Fee
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WADENA COUNTY HUMAN SERVICES FEE COLLECTION

A. Adoption of one-time collection fee to be applied to collection accounts which:

1. Are more than 90 days overdue,
And;
2. Are not following a satisfactory repayment agreement
3. Authorized by M.S. §373.41

B. Fee determined to be:

1. \$50.00 fee per account (without expense of court action)
2. \$100.00 fee per account (with expense of court action)

C. Fee would apply to both existing and future accounts

1. Fee would be applied to existing Social Service debts i.e.: Detox, Elderly Waiver / MA Spend down, Child Welfare, CW/Corrections, etc.
2. Fee would be applied to Maxis claims when client has been off the program for 90 days and there have been no payments for 90 days.
3. Fee would be applied to future accounts on a case-by-case basis.
4. Fee is subject to Revenue Recapture and court action.
5. Fee will be paid first before principal.

D. Collections Officer would attempt to contact client regarding the account and the fee prior to authorizing posting of fee

1. Existing accounts would be sent a notice mailer with monthly billing statement.
2. Future accounts would be sent a notice letter upon referral to collections.
3. Clients would be given no more than 30 days to either pay in full or to make and keep satisfactory repayment arrangements to avoid the fee.
4. In payment arrangement situations, one missed or late payment would immediately incur the collection fee.

**Rule of /25 Chemical Dependency
Assessment Fee**

WADENA COUNTY SCHEDULE OF FEES
Effective 7-6-21

	Current Fee	Effective Date	Proposed Fee
<p>A \$200.00 fee will be assessed to clients who have health insurance.</p> <p>Clients who have private health insurance or no PPHP will be charged a CD assessment fee based on a sliding fee scale. CD assessment fee will be determined by a client's income. An Assessment fee is due the day of the Assessment Appointment. Payment is made is made directly to the Wadena County Human Services. Payments maybe check or cash. Credit card payment will not be accepted.</p>	\$200.00	1/1/2013	
<p>"Adam Walsh" background study fee in cases of step-parent adoptions</p>	\$50.00	1/1/2013	

OUT OF HOME PLACEMENT FEES:

WADENA COUNTY HUMAN SERVICES FEE POLICY

OUT-OF-HOME PLACEMENTS

Amended to reflect current child support guidelines 10/14

The assessment and collection of parental fees is authorized by MN Statutes 373.41, 260C.331, 260C.188, 260B.331, 393.12, 256M.60, 242.192, 252.27, and Wadena County Human Services Policy.

Part A – Child Fee

1. The child’s fee is the full amount of his/her unearned income, such as Social Security benefits, child support, investments, trusts, etc. The clothing and personal needs allowance is allowed to be retained by the child and deducted from the unearned income regardless of the length of placement.
2. Child support paid by a non-custodial parent is considered the child’s income and is assigned to Wadena County Human Services.
3. The child’s fee cannot exceed the cost of service. The child’s fee and parental fee combined cannot exceed the cost of service.

Part B – Parent Fee

WADENA COUNTY SCHEDULE OF FEES
Effective 7-6-21

	Current Fee	Effective Date	Proposed Fee
1.	Individuals or families receiving cash maintenance grants will not be charged a fee. Those receiving Food Support or Medical Assistance will be assessed a fee based on the fee schedule.		
2.	The Minnesota Child Support Guidelines (<u>MN Statutes, Chapter 518A and its subdivisions</u>) will be applied in determining the parental fee.		
3.	The assessed fee is only for months that the child is placed outside of the home. Any partial month counts as a whole month. (ex. Monthly fee is \$300 and child is out of the home for 45 days, the fee is \$600).		
4.	The parent fee is in addition to any child fee.		
5.	The parent fee cannot exceed the cost of the service. The parent fee combined with the child fee cannot exceed the cost of service.		
6.	Fees are in addition to insurance collections.		
7.	If insurance coverage is applied to the out-of-home placement cost, the balance of the uncovered cost is subject to child and parent fees, not to exceed the actual out-of-home cost.		
8.	If the parent refuses to provide requested information to calculate fees, the parent will be assessed the full cost of the service.		
9.	In addition to the parent fee, parents are responsible for clothing, not including the initial clothing allowance.		
10.	In addition to the parent fee, medical and dental expenses are the responsibility of the parents.		
11.	The parental obligation shall be determined by the current fee schedule prepared by the state for determination of parental fees for reimbursement		

WADENA COUNTY SCHEDULE OF FEES
Effective 7-6-21

of Medical Assistance and MN supplemental Aid. The amount determined under that fee schedule shall be the maximum amount that parents shall be required to pay each month toward the reimbursement of expenditures made by the county under these programs in each given month.

Current Fee	Effective Date	Proposed Fee
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Part C – Parents’ Financial Responsibility and agency responsibility

1. Parents are required to complete and return a financial disclosure form in order to assess a proper and accurate parental fee along with income verification.
2. Step parent income is not used in the calculation nor is the step parent responsible to pay a parental fee.
3. Parents not residing together will each be assessed a monthly parental fee.
4. Parents with more than one child in placement
5. will only be assessed one parental fee.
6. Individuals are exempt from a parental fee while he/she is receiving a public assistance cash grant.
7. The fee will be billed in full each month, regardless of how long the child is in placement during the month. The monthly fee will never be in excess of what was actually paid by the county for the month.
8. A monthly bill will be sent by US Postal mail each
9. month to the responsible parent until the account is paid in full. Parents who fail to make an effort to pay their obligation will be subject to further collection action including tax refund interception, collection fees, and conciliation court.
10. It is the parents responsibility to cooperate with

WADENA COUNTY SCHEDULE OF FEES

Effective 7-6-21

	Current Fee	Effective Date	Proposed Fee
the Human Services agency and to turn over any income of the child they receive that they county has claimed as the child's fee. Child's income includes Social Security Benefits, child support, and all unearned income.			
11. A parent assessed a fee has the right to appeal the action per MN Statute 256.045. The parent must request an appeal hearing to the MN Department of Human Services in writing within 30 days of receiving their fee determination notice.			
12. The parent may request a review of their parental fee at any time due to a household or income change.			
13. The parent is responsible for notifying Wadena County Human Services of any changes in income, household size, or address.			
14. The county agency will mail the parent a notice once the parental fee is determined and/or modified in the future.			

Part D – Minnesota Child Support Payment Guidelines

1. Minnesota Statute, Chapter 518A and subdivisions within in will be used to calculate monthly parental fees.

Fee for Representative Payee Services:

The monthly fee will be the current monthly fee authorized by the Social Security Administration, which may change annually.	\$39.00	1/1/2014	
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1. New clients will be given a six-month grace period before they will be charged the payee fee (unless

WADENA COUNTY SCHEDULE OF FEES

Effective 7-6-21

	Current Fee	Effective Date	Proposed Fee
<p>they are transferred from another payee service company like Payee Central or another county and the fee has already been established).</p> <p>2. The fee is collected from the beneficiary's monthly Social Security and/or Supplemental Security Income (SSI) benefits providing:</p> <p style="margin-left: 20px;">a. You are authorized in writing by the Social Security Administration to collect a fee as payment for providing representative payee services, AND</p> <p style="margin-left: 20px;">b. You are the payee of record and the beneficiary receives a Social Security and/or SSI payment, AND you provided payee services for that month.</p>			

Corporate Foster Care Licensing and Background Study Fee

1. Corporate adult foster care and corporate child foster care providers will be charged \$350 for initial licensing inspections and related services.		1/1/2009	
Corporate adult foster care and child foster care providers will be charged \$500 every 2 years for re-licensing inspections and related services.		11/5/2019	
2. Corporate adult foster care and corporate child foster care providers will be charged \$50 per background study request. In addition, the corporate foster care providers will be billed the cost of any charges due to other states to conduct a background check in another state.		1/1/2009	

WADENA COUNTY SCHEDULE OF FEES
Effective 7-6-21

Current Fee	Effective Date	Proposed Fee
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WADENA COUNTY DETOX POLICY

1. The Social Worker will provide the Collections Department with the detox information which will include: name, address, social security number and wage information of the client, the dates of service, provider of the service, and the total cost of the service.
2. The Collections Department will verify the public assistance status of the client. If the client is a recipient of a cash maintenance grant or SSI, collection will not be pursued. If the client receives Food Stamps or MA, the client will be contacted.
3. The client will be contacted by a letter informing them of an appointment time with the Collections Department and are asked to complete the Family Income Eligibility Form and bring income verification to the appointment.
4. The Collections Department will calculate the reimbursement amount for the detox services and will notify the client at the time of the appointment or by letter, the fee amount. The client will be notified that they can receive a discount if they pay their fee timely.
5. The Collections Department will notify the Accounting Department to set up an account for the client and the client will receive a monthly statement.

* The detox fee will be based upon the fee schedule attached.

WADENA COUNTY SCHEDULE OF FEES
Effective 7-6-21

Current Fee	Effective Date	Proposed Fee
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* No fee will be assessed for clients on cash assistance or SSI.		
* Clients have 30 days to appeal the assessed fee from the date of the fee notice.		
* If the client fails to provide the necessary information to apply the fee scale, the client will be charged the full cost of the service.		

DETOX FEE DISCOUNTS

Wadena County Social Services will offer discounts to clients who pay their fee timely.

Discounts will be applied as follows:

20% Discount if fee is paid in full within 30 days of the first billing statement.

15% Discount if fee is paid in full within 60 days of the first billing statement.

10% Discount if fee is paid in full within 90 days of the first billing statement