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Committee Charter For: Recorder’s Office Compliance Fund

Overview, Purpose and Responsibility: The Wadena County Recorder’s Office Compliance Fund Committee was formed to review proposals submitted by the county land record offices, requesting use of these restricted funds, to ensure they meet restrictions as defined per MN Statute 357.182, Subd. 7 (outlined below), prior to recommendation to the Wadena County Board of Commissioners for approval.

Subd. 7. Restriction on use of recording fees.

Notwithstanding any law to the contrary, for county budgets adopted after January 1, 2006, each county shall segregate the additional unallocated fee authorized by sections [357.18](#), [508.82](#), and [508A.82](#) from the application of the provisions of chapters 386, 507, 508, and 508A, in an appropriate account. This money is available as authorized by the Board of County Commissioners for supporting enhancements to the recording process, including electronic recording, to fund compliance efforts specified in subdivision 5 and for use in undertaking data integration and aggregation projects. Money remains in the account until expended for any of the authorized purposes set forth in this subdivision. This money must not be used to supplant the normal operating expenses for the office of county recorder or registrar of titles.

Composition of Committee:

Role	Department Represented
County Recorder/Local Registrar	Recorder
Member	Planning & Zoning
Member	GIS
Board Representative Member	County Commissioner
Board Representative Member	County Commissioner
Member	Auditor & Treasurer
Member	Assessor

Meeting Schedule: As proposals are submitted to the County Recorder/Local Registrar meetings are scheduled with committee members.

Decision Making: The Recorder’s Office Compliance Fund Committee reviews proposals for compliance of statute and recommends the proposal to the Wadena County Board of Commissioners for approval/authorization.

Reporting: The Wadena County Recorder/Local Registrar oversees and maintains this restricted fund and retains proposals submitted and authorized.