

**Aitkin County**  
**Fee Schedule 2025-2026**  
**Approved by the Board on July 22, 2025**  
**Effective August 1, 2025**

*Postage expenses shall be borne by requestor.*

**COMMON FEES**

|   |          |   |
|---|----------|---|
| COPIES - Black and White (letter size, legal size, and ledger 11"x17" size) | \$ 0.25  | per page (single or double sided)                                   |
| Plat size (22" x 34")   | \$ 3.00  | per page (single or double sided)                                   |
| COPIES - Color (letter size, legal size, and ledger 11"x17" size)           | \$ 0.50  | per page (single or double sided)                                   |
| Plat size (22" x 34")   | \$ 6.00  | per page (single or double sided)                                   |
| FAX, per page   | \$ 1.00  |   |
| International Fax Fee   | \$ 7.00  | first page, \$4.00 each additional page                             |
| AS400 OR PRINTED REPORTS  | \$ 50.00 | minimum or \$0.25 per page, whichever is greater                    |
| LABELS  | \$ 50.00 | minimum or \$3.00 per sheet (30 labels/sheet), whichever is greater |
| BLUEPRINTS (non copyright)  | \$ 5.00  | each  |
| DISHONORED CHECK/PAYMENT FEE  | \$ 30.00 |   |

**ADMINISTRATION**

|                              |          |
|------------------------------|----------|
| Copies of Meeting Recordings | \$ 25.00 |
|------------------------------|----------|

**ASSESSOR'S OFFICE**

|                                       |   |
|---------------------------------------|---|
| FIELD CARDS                           |   |
| Fax of Field Cards                    | \$ 4.00 per parcel                                  |
| Email of Field Cards                  | \$ 4.00 per parcel                                  |
| SIMPLE SALES QUERY                    | \$ 5.00 per query                                   |
| PARCEL DATA REQUESTS (Large Quantity) | \$ 25.00 or \$0.04 per parcel, whichever is greater |
| LINK GIS Subscription                 | \$ 180.00 per year                                  |

**ATTORNEY'S OFFICE**

|                        |          |
|------------------------|----------|
| AUDIO/VIDEO            |          |
| Audio CD's             | \$ 10.00 |
| Video Recordings - DVD | \$ 10.00 |

**AUDITOR'S OFFICE**

|  |                             |
|--|-----------------------------|
| ASSESSMENT (SPECIAL)                                       |                             |
| Admin Set-up   | \$7.00 per parcel           |
| ASSEMBLY LICENSE   | \$500.00 plus \$25,000 bond |
| AUCTIONEER   | \$20.00                     |
| BOND INFORMATION REQUESTS / Auditor Tax Certificate        | \$250.00 each               |
| CANNABIS REGISTRATION AND RENEWAL FEES                     |                             |
| Cannabis Retailer Initial Registration                     | \$ 500.00                   |
| Cannabis Retailer Renewal Registration                     | \$ 1,000.00                 |
| Cannabis Microbusinessess Renewal Registration             | \$ 1,000.00                 |
| Cannabis Mezzobusinesses Initial Registration              | \$ 500.00                   |
| Cannabis Mezzobusinesses Renewal Registration              | \$ 1,000.00                 |
| Medical Cannabis Combination Business Initial Registration | \$ 500.00                   |
| Medical Cannabis Combination Business Renewal Registration | \$ 1,000.00                 |
| Low-potency Hemp Edible Retailers Initial Registration     | \$ 125.00                   |
| Low-potency Hemp Edible Retailers Renewal Registration     | \$ 125.00                   |
| COPIES See Common Fees Section                             |                             |
| Maps, Black and White, 8 1/2 " x 11"                       | \$2.00                      |
| Maps, Color, 8 1/2" x 11"                                  | \$3.00                      |
| DANGEROUS DOGS   | \$100.00                    |
| DITCH AND HWY LIEN RELEASES                                | \$15.00                     |
| FAXES See Common Fees Section                              |                             |
| FIREWORKS  | \$10.00 Sheriff's fee       |
| GAMBLING   | Varies State                |
| JUDGMENT - CONFESSION OF                                   |                             |
| Initial Fee  | \$25.00 per description     |
| Payments on  | \$2.00 per statement        |
| Setup and Yearly Fee                                       | \$7.00 per judgement        |

|   |   |
|---|---|
| JUDGMENT COST - Publication                           | \$20.00 per parcel  |
| <b>LIQUOR LICENSES:</b>                               |   |
| Consumption & Display/Set-Ups                         | \$250.00 each (paid to State)   |
| Temporary Consumption & Display Permit                | \$25.00 per each date   |
| 3.2% Beer License                                     | \$10.00 off sale<br>\$40.00 on sale<br>\$50.00 on & off sale                |
| Wine License  | \$100.00 yearly   |
| Temporary Wine License                                | \$50.00 per each date   |
| Temporary On-Sale Liquor License                      | \$50.00 per each date   |
| Combination Wine/Strong Beer License                  | \$500.00  |
| Liquor License  | \$100.00 club<br>\$1,500.00 on sale<br>\$360.00 off sale<br>\$120.00 Sunday |
| PASSPORT  | Varies  |
| PLATS (NEW) - AUDITOR'S FEE                           | \$75.00 plus \$2.00 per lot   |
| PRECIOUS METALS                                       | \$25.00   |
| REPURCHASE - COST OF FORFEITURE FEE                   | \$100.00  |
| REPURCHASE - SHERIFF'S COST                           | \$40.00   |
| SOLID WASTE HAULER LICENSE FEE                        | \$ 150.00   |
| TAX/ASSESSMENT SEARCH                                 | \$5.00 per parcel   |
| TOBACCO LICENSE                                       | \$100.00  |
| TRANSIENT MERCHANTS, PEDDLERS, HAWKERS                | \$150.00  |
| TRUTH IN TAXATION 1/3 COST TO CITIES, TOWNS & SCHOOLS |   |
| TIF DISTRICTS - ANNUAL COUNTY ADMINISTRATION OF       | \$100.00 and \$16.00 per parcel for maint (splits, etc.)                    |
| TIF - CERTIFICATION OF ORIGINAL VALUE                 | \$150.00  |
| VOTER'S CERTIFICATION                                 | \$ 2.00   |

### COMMUNITY CORRECTIONS

|   |   |
|---|---|
| <b>SUPERVISION FEES</b>   |   |
| Felony and Supervised Release (with over one year supervision) Case Fee | \$ 400.00   |
| Supervised Release (under one year supervision) Case Fee                | \$ 200.00   |
| Gross Misdemeanor Case Fee  | \$ 300.00   |
| Misdemeanor Case Fee  | \$ 200.00   |
| Short-Term Supervision Case Fee   | \$ 50.00  |
| Non Resident Supervision Fee  | \$ 200.00   |
| Juvenile Client Fee   | \$ 50.00  |
| Juvenile Diversion Client Fee   | \$ 25.00  |
| URINALYSIS FEES   | \$ 15.00 Per Drug Lab Screened (Non-Clients Only) |
| ELECTRONIC HOME MONITORING FEES   | \$ 22.00 Per Day                                  |
| DVI ASSESSMENT  | \$ 50.00  |

### ECONOMIC DEVELOPMENT

|                        |           |
|------------------------|-----------|
| <b>APPLICATION FEE</b> |           |
| Tax Abatement          | \$ 500.00 |
| TIF                    | \$ 500.00 |

### ENVIRONMENTAL SERVICES

|   |          |
|---|----------|
| <b>WATER LAB TESTING FEES</b>   |          |
| Bacteria Water Analysis (Coliform and E. Coli)                              | \$ 25.00 |
| Nitrate Water Analysis  | \$ 25.00 |
| Bacteria AND Nitrate Analysis   | \$ 40.00 |
| Fee if Aitkin County Collects the Sample for You                            | \$ 60.00 |
| All water test fees must be paid in advance - no invoicing will be accepted |          |

|  |                       |
|--|-----------------------|
| <b>VACATION / SHORT-TERM RENTAL</b>  |                       |
| Annual Inspection Fees (years other than interim use permit required every 3 years)                  | \$ 100.00             |
| Annual Inspection Fee Price Per Bedroom (years other than interim use permit required every 3 years) | \$ 100.00 Per Bedroom |

### ZONING

|  |           |
|--|-----------|
| <b>ACCESSORY BUILDINGS/SIGN</b>                                    |           |
| Accessory Buildings/Sign <239 sq.ft. (no pre-onsite)               | \$ 50.00  |
| Accessory Buildings 240 sq.ft. to 1000 sq.ft and/or Water-Oriented | \$ 200.00 |
| Accessory Buildings 1001 sq.ft. and larger                         | \$ 300.00 |
| FENCE (8 feet or greater in height)                                | \$ 50.00  |

|  |    |  |
|--|----|--|
| COMMERCIAL BUILDINGS/ADDITIONS (FOOTPRINT OF STRUCTURE)  |    |  |
| <500sq.ft.   | \$ | 300.00   |
| 501 – 2500 sq.ft.  | \$ | 400.00   |
| 2501 sq. ft. and larger  | \$ | 600.00   |
| RESIDENCE, NEW CONSTRUCTION (FOOTPRINT - INCLUDING ATTACHED GARAGE, DECK, AND/OR PORCH)  |    |  |
| Additions (decks, porches and patios are separate permit fees)   |    |  |
| <500 SQ.FT.  | \$ | 300.00   |
| 501 – 2000 sq.ft.  | \$ | 400.00   |
| 2001 sq. ft. and larger sq.ft.   | \$ | 550.00   |
| DECK/PATIO   |    |  |
| <199 sq.ft   | \$ | 100.00   |
| 200 sq. ft. and larger   | \$ | 150.00   |
| (Patios are those within the required building setback to the lake)  |    |  |
| LAND ALTERATIONS   | \$ | 200.00   |
| VEGETATION ALTERATION  |    | No fee   |
| PLANNING CALL/SITE REVIEW  | \$ | 100.00   |
| CONDITIONAL/INTERIM USE PERMIT   | \$ | 650.00   |
| AMENDMENT TO EXISTING CUP  | \$ | 650.00   |
| RENEWAL OF INTERIM USE PERMIT  | \$ | 650.00   |
| VARIANCE (DOES NOT INCLUDE PERMIT FEE)   | \$ | 650.00   |
| APPEAL TO BOA  | \$ | 650.00   |
| REPUBLICATION OF VARIANCE OR CUP   | \$ | 50.00  |
| REZONING   | \$ | 650.00   |
| ORDINANCE AMENDMENT  | \$ | 500.00   |
| TOWER / WECC APPLICATION   | \$ | 650.00   |
| PRELIMINARY PLATS AND RESIDENTIAL PUDs (1-5 lots/units)  | \$ | 650.00   |
| (6 or more lots/units an additional \$50.00/lot/unit)  |    |  |
| FINAL PLATS AND RESIDENTIAL PUD'S  | \$ | 650.00   |
| (6 or more lots/units an additional \$50.00/lot/unit)  |    |  |
| NEW ROAD SIGN AND POST (each sign and post in new plat)  | \$ | 175.00   |
| COMMERCIAL PUD'S AND RESORT EXPANSIONS (6 or less lots –no CUP)  | \$ | 300.00   |
| SURVEYOR REVIEW FEE (for plats and residential PUDs 1-5 lots)  | \$ | 150.00   |
| (6 or more lots/units an additional \$20.00 per lot/unit)  |    |  |
| SURVEYOR REVIEW FEE (for Administrative subdivision if needed) - per lot   |    | \$25.00  |
| SURVEYOR REVIEW FEE (for conditional use permit)   |    | \$50.00  |
| ENGINEERS REVIEW FEE   | \$ | 150.00   |
| REPLAT OF EXISTING PLAT TO COUNTY BOARD (does not include surveyor fee)  | \$ | 200.00   |
| ADMINISTRATIVE SUBDIVISIONS AND EXEMPTIONS (review prior to approval)  | \$ | 100.00 per lot   |
| -If wetlands exist on parcels and/or if onsite inspection to verify submitted info ... add'nl  |    |  |
| COMPLAINT ENFORCEMENT (after receipt of (2ND) notice - addition to permit fee)   | \$ | 200.00   |
| REINSPECTION/ADDITIONAL INSPECTION FEE ON ALL  | \$ | 100.00   |
| 911 ADDRESSING (includes assignment of number, sign, and post)   | \$ | 70.00  |
| AFTER THE FACT FEE'S – 5 X permit fee in Shoreland areas, 5 X permit fee in non-Shoreland areas<br>(includes variances, IUP's and CUP's) |    |  |
| RESIDENTIAL SEWERS FEES  |    |  |
| Drainfield/Bed (Type 1)  | \$ | 300.00   |
| MoundAt-Grade (Type 1)   | \$ | 350.00   |
| Holding Tank (Type 2)  | \$ | 200.00   |
| Other/Performance Systems (Type 3)   | \$ | 400.00   |
| Other/Performance Systems (Type 4, Type 5)   | \$ | 400.00 plus any additional costs for design review and inspections       |
| Tank Addition  | \$ | 150.00   |
| Tank Replacement/Outhouse/Privy  | \$ | 150.00   |
| Operating Permits  | \$ | 150.00   |
| Late Operating Permit Renewal Fee  | \$ | 200.00   |
| Indemnification Form (homeowner installed systems) in addition to permit fee   | \$ | 150.00   |
| COMMERCIAL and CLUSTER SEWERS  |    |  |
| Gallons/Day  |    |  |
| 1-500  | \$ | 500.00   |
| 501-1,000  | \$ | 600.00   |
| 1,001-2,500  | \$ | 1,000.00   |
| 2,501-10,000   | \$ | 1,200.00 plus any additional costs for design review and inspections (5) |
| SEWER PERMIT ONE-YEAR EXTENSION FEE  | \$ | 200.00   |
| WETLAND CONSERVATION ACT FEES  |    |  |
| Wetland/Banking/Offsite-Mitigation Application   | \$ | 1,000.00   |
| Wetland Replacement Plan   | \$ | 400.00   |
| Wetland Site Review  | \$ | 100.00   |
| Appeal of LGU Decision   | \$ | 50.00 per hour, + any additional costs to County                         |
| OTHER CHARGES  |    |  |
| Permit Amendment   | \$ | 50.00  |
| Ordinances (excluding Shoreland and General Zoning)  | \$ | 10.00  |
| Shoreland and General Zoning Ordinances  | \$ | 25.00  |
| Comprehensive Land Use Plan  | \$ | 25.00  |
| EAW Fees   | \$ | 50.00 per hour, + any additional costs to County                         |
| Administrative Fee   | \$ | 50.00 per hour, + mileage, min charge of 1/2 hr                          |
| Copies of Meeting Recordings   | \$ | 25.00  |
| <b>GIS and COUNTY SURVEYOR</b>   |    |  |
| MAP SETUP/DATA EXTRACTION/DATA CONVERSION  | \$ | 50.00 per hour   |
| Plotting Existing Map or Graphic   |    |  |

|   |   |
|---|---|
| 8.5" x 11" Black and White                      | \$ 2.00 per copy                                      |
| 8.5" x 11" Color                                | \$ 3.00 per copy                                      |
| 11" x 17"                                       | \$ 5.00 per copy                                      |
| 18" x 24"                                       | \$ 10.00 per copy                                     |
| 24" x 36"                                       | \$ 15.00 per copy                                     |
| 36" x 48"                                       | \$ 30.00 per copy                                     |
| PROFESSIONAL SERVICES                           | \$ 50.00 per hour                                     |
| PARCEL BOUNDARIES ( ~ 43,000 parcels) Shapefile | *\$0.10 per parcel (\$50 minimum), license required** |
| TAX ATTRIBUTES - AS400 dBase                    | *\$0.04 per parcel (\$50 minimum), license required** |
| ROAD CENTERLINES Shapefile                      | *\$0.25 per feature, license required**               |
| ADDRESS POINTS Shapefile                        | *\$0.25 per feature, license required**               |
| OTHER GEOSPATIAL DATA Shapefile                 | \$50 per dataset                                      |
| GIS WEBSITE ACCESS, Standard Level              | Free  |

**\*\*Geospatial data shall not be released until a proper license agreement is on file with this office.**

\*Cost recovery fees for data development are waived for government and academic users. Requests for services not described here are charged at \$50.00 per hour.

Funds collected from the distribution of data and maps are used to develop and maintain our county's digital geospatial data.

## HEALTH AND HUMAN SERVICES

|                             |   |
|-----------------------------|---|
| COPIES FOR RECORDS REQUESTS |   |
| Data Subject                | \$ 0.06 per copy, plus \$7.58 per 15 minutes of time to make copies |
| Member of the public        | \$ 0.25 per copy  |

### LICENSING (fees subject to change based on DHS fees and statutes)

|   |  |
|---|--|
| Child Care Initial Licensing Fee                    | \$ 50.00 1 year license                                  |
| Child Care Renewal Licensing Fee                    | \$ 100.00 2 year license                                 |
| Community Residential Setting Initial Licensing Fee | \$ 250.00 per home, per initial license (1 year license) |
| Community Residential Setting Renewal Licensing Fee | \$ 500.00 per home, per renewal license (2 year license) |

### BACKGROUND CHECK (fees subject to change based on DHS fees and statutes)

|   |          |
|---|----------|
| Adult Foster Care                                       | \$ 44.00 |
| Family Child Care Providers (18 years of age and older) | \$ -     |
| Family Child Care Providers (under 18 years of age)     | \$ -     |

## PUBLIC HEALTH

### SAFETY SEATS

|                             |                               |
|-----------------------------|-------------------------------|
| Convertible                 | \$ 55.00                      |
| Combo                       | \$ 65.00                      |
| No Back Booster             | \$ 25.00                      |
| B.E.S.T. Car Seat Education | \$ 40.00 per provider license |

### PROGRAM SUPPLIES

|                                |          |
|--------------------------------|----------|
| Hydrogel Pads                  | \$ 10.00 |
| Therashells                    | \$ 10.00 |
| Breastmilk Storage Bags 100 Ct | \$ 18.00 |
| Haakaa Pump                    | \$ 15.00 |
| Haakaa Collector               | \$ 13.00 |
| Flange Size Kit                | \$ 18.00 |
|                                | \$ 10.00 |

|           |          |
|-----------|----------|
| LEAD DRAW | \$ 19.00 |
|-----------|----------|

### IMMUNIZATIONS (each vaccine administered has a Vaccine Administration add on charge, prices subject to change based on price of serum)

|   |           |
|---|-----------|
| Vaccine Administration  | \$ 21.00  |
| Hepatitis A (1st in Series)   | \$ 69.00  |
| Hepatitis A (2nd in Series)   | \$ 69.00  |
| Hepatitis B (1st in Series)   | \$ 115.00 |
| Hepatitis B (2nd in Series)   | \$ 115.00 |
| Hepatitis B (3rd in Series)   | \$ 115.00 |
| Td  | \$ 39.00  |
| Tdap  | \$ 40.00  |
| Varicella   | \$ 127.00 |
| Pneumonia   | \$ 66.00  |
| FluLaval Influenza (90688)  | \$ 34.00  |
| FluMist Influenza (90672)   | \$ 38.00  |
| Fluzone High-dose (90662)   | \$ 66.00  |
| Fluzone Influenza-Quad 90688  | \$ 34.00  |
| MNVFC Immunizations (Child and Adult - only Vaccine Administration fee) | \$ 21.00  |
| Mantoux (Serum, Admin, and Read)  | \$ 31.00  |
| Mantoux (Admin and Read Only)   | \$ 21.00  |
| Menningoccal  | \$ 135.00 |
| MMR-II  | \$ 90.00  |
| HPV   | \$ 239.00 |
| Polivirus   | \$ 21.00  |
| MMRV  | \$ 21.00  |
| Shingles  | \$ 201.00 |
| COVID-19  | \$ 131.00 |

## CHILD SUPPORT AND OTHER COLLECTIONS

|   |        |   |
|---|--------|---|
| Out of Home Placement Fees (IV-E, SED, Non-SED and Admin Foster Care) | Varies | uses DHS Parental Fee Worksheet and Child Support Guidelines based on income              |
| Co-Payments, Deductibles, Spenddowns, Waiver Obligations etc.         | Varies | individuals are responsible for co-payments, deductibles for services billed to insurance |
| Detoxification Service Fees   | Varies | uses sliding fee scale based on income  |

## HIGHWAY DEPARTMENT

### EQUIPMENT (including Operator):

|                                  |    |        |          |
|----------------------------------|----|--------|----------|
| Motor Grader                     | \$ | 135.00 | per hour |
| Tandem Truck                     | \$ | 140.00 | per hour |
| Single Axle Truck                | \$ | 135.00 | per hour |
| 3 Cubic Yard Articulating Loader | \$ | 120.00 | per hour |
| Dozer                            | \$ | 130.00 | per hour |
| Tractor                          | \$ | 75.00  | per hour |
| Tractor/Loader/Backhoe           | \$ | 110.00 | per hour |
| Track Backhoe                    | \$ | 130.00 | per hour |
| ASV Posi Track with Brush Head   | \$ | 115.00 | per hour |
| Tractor/Mower                    | \$ | 110.00 | per hour |
| Sioux Steamer w/Truck            | \$ | 65.00  | per hour |
| Self Propelled Steel Drum Roller | \$ | 80.00  | per hour |

### MATERIALS (for Other Governmental Units Only):

|                              |                       |
|------------------------------|-----------------------|
| Deicing Salt/Sand (15% salt) | Inventory Cost        |
| Culverts                     | Inventory Cost        |
| Cutting Edges                | Inventory Cost        |
| Signs and Posts              | Inventory Cost        |
| Calcium Chloride             | Spring bid unit price |

### MATERIAL (for Private Sale):

|  |                     |       |      |
|--|---------------------|-------|------|
| E-911 Address (includes sign and post)               | \$                  | 45.00 | each |
| Mailbox Supports                                     | \$                  | 75.00 | each |
| Dust Control Treatment                               | Based on Spring bid |       |      |
| Driveway Approach Culverts (as determined by Permit) | Inventory Cost      |       |      |

### MISCELLANEOUS:

|                            |    |        |  |
|----------------------------|----|--------|--|
| Driveway Approach Deposits | \$ | 500.00 | Refundable                                     |
| Engineering Services       |    |        | Hourly Employee Fringe Rate                    |
| Utility Permit             | \$ | 100.00 | each up to 1 mile, additional \$50.00 per mile |

## HR DEPARTMENT

|                          |    |       |
|--------------------------|----|-------|
| LIST OF EMPLOYEE REPORTS | \$ | 15.00 |
|--------------------------|----|-------|

## IT DEPARTMENT

|                   |                         |
|-------------------|-------------------------|
| REPORTS OR LABELS | See Common Fees Section |
|-------------------|-------------------------|

|                  |    |       |  |
|------------------|----|-------|--|
| CD OR EMAIL FILE | \$ | 50.00 | minimum or \$0.04 per parcel, whichever is greater |
|------------------|----|-------|--|

## LAND DEPARTMENT AND COUNTY SURVEYOR

|                       |    |       |          |
|-----------------------|----|-------|----------|
| PROFESSIONAL SERVICES | \$ | 50.00 | per hour |
|-----------------------|----|-------|----------|

## RECORDER'S OFFICE

*Rates established by the State are subject to change without notice.*

|  |                                       |       |                    |
|--|---------------------------------------|-------|--------------------|
| RECORDING FEE                              | \$                                    | 46.00 | per document       |
| RECORDING WELL CERTIFICATE                 | \$                                    | 54.00 | as of July 1, 2025 |
| OVERSIZE COPIES (up to 36 inches)          | \$                                    | 5.00  |                    |
| COPY OF OFFICIAL PLAT                      | \$                                    | 10.00 |                    |
| Certification on Official Plat             | \$                                    | 5.00  |                    |
| CERTIFIED COPIES OF DOCUMENTS              | \$                                    | 10.00 |                    |
| COPIES OF RECORDED DOCUMENTS               | \$                                    | 1.00  | per page           |
| FAX FEE                                    | Refer to Common Fees Section          |       |                    |
| DOCUMENT RESEARCH AND DELIVERY FEE         | \$5.00 base fee, plus \$1.00 per page |       |                    |
| FILING FEES                                |                                       |       |                    |
| Credentials of Minister                    | \$                                    | 20.00 |                    |
| Notary Commission                          | \$                                    | 20.00 |                    |
| VITAL RECORDS                              |                                       |       |                    |
| Birth Certificates                         | \$                                    | 26.00 |                    |
| Additional Birth Certificate at same time  | \$                                    | 19.00 |                    |
| Death Certificates                         | \$                                    | 13.00 |                    |
| Additional Death Certificates at same time | \$                                    | 6.00  |                    |

## SHERIFF'S OFFICE

|                                     |    |       |  |
|-------------------------------------|----|-------|--|
| ALARM FEES                          |    |       |  |
| Initial                             | \$ | 20.00 |  |
| Renewal                             | \$ | 5.00  |  |
| Non-compliance Fee                  | \$ | 50.00 |  |
| False Alarms - Per each after third | \$ | 50.00 |  |

GUN PERMIT TO CARRY

APPENDIX C  
AITKIN COUNTY GUIDELINES AND PROCEDURES FOR MINNESOTA GOVERNMENT DATA PRACTICES ACT

|   |   |
|---|---|
| New   | \$ 100.00   |
| Renewal   | \$ 75.00  |
| BACKGROUND CHECKS   | \$ 20.00  |
| REPORTS AND ICR'S   |   |
| Victim  | No charge   |
| Walk-in   | \$ 0.25 per page (single or double sided)                       |
| By mail   | \$ 0.25 per page plus postage costs                             |
| AUDIO/VIDEO/PHOTOGRAPHY                                       |   |
| Audio CD's  | \$ 10.00  |
| Transcript of audio recordings                                | \$ 4.00 per page  |
| Photographs/Digital by disk                                   | \$ 10.00  |
| Booking photos  | \$ 5.00   |
| Video Recordings - VHS  | \$ 16.00  |
| Video Recordings - DVD  | \$ 10.00  |
| Video Recordings - Body Worn Camera - DVD                     | \$ 10.00  |
| Video Recordings - Squad Camera - DVD                         | \$ 10.00  |
| FINGERPRINTING  |   |
| Aitkin County Resident  | No charge   |
| Non-resident  | \$ 10.00  |
| BOAT & WATER  |   |
| Raft Permits  | \$ 4.00 per year (renewed in 5 year increments)                 |
| CIVIL PROCESS   |   |
| <sup>1</sup> For Paper Service, \$100.00 Deposit is required. |   |
| Charge per person served/Not found                            | \$ 30.00 plus mileage noted below                               |
| Mileage charge per attempt (round trip)                       | \$ 0.60 per mile  |
| Mileage charge for City of Aitkin                             | \$ 1.00   |
| Charge for Real Estate Sales                                  | \$ 50.00  |
| Mechanics Lien Sale   | \$ 50.00 plus mileage   |
| Cancelled real estate sale w/no notification                  | \$ 50.00  |
| Redemption fee on redeemed real estate                        | \$ 250.00 plus \$30.00 for each rescheduling of redemption date |
| Posting three notices of sale                                 | \$ 45.00 plus mileage   |
| Charge for sending a fax                                      | See Common Fees Section   |
| Levy fee on a Writ of Execution                               | \$ 20.00  |
| Commission on Writ \$ Levied upon                             | 5%  |
| Deputy Time   | actual cost plus mileage  |
| STORAGE FEES  |   |
| Vehicle   | \$ 10.00 per day  |
| Boat  | \$ 1.00 per foot, per day                                       |
| Snowmobile  | \$ 10.00 per day  |
| Forfeited Vehicles, payment in full of                        | Tow Bill, plus \$10.00 per day storage                          |

<sup>1</sup> If the actual fee exceeds the amount of deposit, you will be billed for the additional amount. When the actual amount of the fee is less than your deposit, you will receive a refund with your affidavit.

Securing and safety keeping property in replevin, attachment or an execution \$ based on time spent and hourly rate of pay for Deputy executing the process.

Contact the Sheriff's Office for Writ of Execution Instructions.

### SHERIFF'S OFFICE (JAIL)

|                       |                            |
|-----------------------|----------------------------|
| BOARDING OF PRISONERS | per Sheriff                |
| BOOKING FEE           | \$ 20.00                   |
| FINGERPRINTING        | \$ 10.00 for out of county |
| HUBER FEES            | \$ 20.00 per day           |
| JAIL NURSE            |                            |
| Co-pay                | \$ 5.00                    |
| Medication Co-Pay     | \$ 5.00                    |
| PAY TO STAY           | \$ 20.00 per day           |
| URINALYSIS            |                            |
| STS                   | \$ 10.00                   |
| Huber                 | \$ 10.00                   |

### TREASURER'S OFFICE

|                                |                   |
|--------------------------------|-------------------|
| MARRIAGE LICENSE               |                   |
| (with Premarital Education)    | \$ 50.00          |
| (without Premarital Education) | \$ 125.00         |
| MARRIAGE CERTIFICATE           | \$ 9.00           |
| MARRIAGE AMENDMENT             | \$ 40.00          |
| RESEARCH FEE                   | \$ 25.00 per hour |
| TAX STATEMENTS - Duplicate     | \$ 2.00           |