

BROWN COUNTY, MINNESOTA
ORDINANCE NO. 2022-1
THE 2022 BROWN COUNTY FEE SCHEDULE

The Brown County Board of Commissioners Hereby Ordains:

Section 1. The 2022 Brown County Fee Schedule, includes fees for services provided by county offices, officials, departments, courts, and employees, and is hereby adopted pursuant to Minnesota Statutes.

Section 2. The 2022 Brown County Fee Schedule is hereby established as an official control for Brown County and is kept in the Brown County Auditor-Treasurer Department.

Section 3. This ordinance shall become effective on January 18, 2022.

Adopted by the Brown County Board, Resolution #2022-04, at its meeting of January 18th, 2022.


Anton Berg, Brown County Board Chair


Sam Hansen, Administrator

Resolution No. 2022-04
Brown County Resolution Adopting Ordinance 2022-1
The 2022 Brown County Fee Schedule

The following Resolution was offered by Commissioner Simonsen and moved for adoption at a Regular Meeting held on January 18, 2022, at the Brown County Courthouse, New Ulm, MN:

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

WHEREAS, there is a reasonable relation between the fees contained in this schedule and the cost of providing the services; and

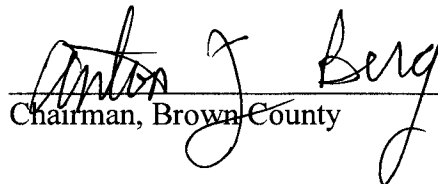
WHEREAS, Minnesota Statutes state that these service fees, charges, and rates must be established by ordinance.

NOW, THEREFORE BE IT RESOLVED, that the Brown County Board of Commissioners hereby ordains adoption Ordinance 2022-1 and the fees contained in this schedule, effective January 18, 2022.

Seconded by Commissioner Borchert and the same being put to a vote was duly carried. This Resolution shall become effective immediately and without publication.

Adopted by the following vote: Ayes 5 Naves 0.

Dated this 18th day of January 2022.

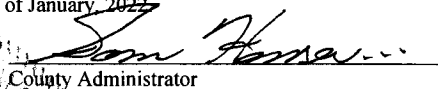

Chairman, Brown County

CERTIFICATION

State of Minnesota
County of Brown

I, Sam Hansen, duly appointed, qualified and acting County Administrator for the County of Brown, State of Minnesota, do hereby certify that I have compared the foregoing copy of a Resolution with the original minutes of the proceedings of the Board of County Commissioners, Brown County, Minnesota, at their session held on the 18th day of January, 2022, now on file in my office, and have found the same to be a true and correct copy thereof.

Witness my hand and official seal at New Ulm, Minnesota, this 18th day of January, 2022.


County Administrator

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BROWN COUNTY FEE SCHEDULE

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COUNTY WIDE *(Note: applicable unless listed specifically in departmental fees)*

Faxed Document (sent).....	\$1.00/page
Non-Sufficient Funds.....	\$20.00
Photocopies – 8 1/2 x 11.....	\$.10/page
Photocopies – 8 1/2 x 14.....	\$.15/page
Photocopies – 11 x 17.....	\$.25/page

ASSESSOR

Abatement Application Filing.....	\$20.00
In-Office Abatement Application.....	No Charge
CER Parcel Info & Prodex Map.....	\$3.00/parcel
Certified Letter.....	\$20.00
Fax Outside County with Account.....	\$1.00 plus normal information charge
Fax w/o Account.....	\$5.00 plus normal information charge
Parcel Information/Staff Assisted	
Residential.....	\$1.00/parcel
Commercial.....	\$2.00/parcel
Print Screens.....	\$1.00/parcel
Research - Hourly Charge.....	\$20.00
Research - Minimum Charge.....	\$10.00
Sales Printout (per page).....	\$2.00/page
Sample File Calculations.....	\$10.00
Specific Sales Studies.....	\$5.00 plus 2.00 per page
Staff Assisted Photocopies.....	\$.50/page

See also: Information Technology fee section, as applicable to data/mapping charges

AUDITOR/TREASURER

General Tax

Research Tax Records.....	\$50.00/hour - \$5 minimum charge
Professional service fee for labels, report, or data file requests.....	\$50.00/hour (1/2 hour minimum)
Special Handling – Recalc of Certified Tax.....	\$5.00 per taxpayer
Mobile Home Certificate.....	\$5.00
Authorization of Subordination Agreement for Septics.....	\$25.00
GA Payback Calculation.....	\$25.00

Special Assessment Fees

Amortized Special Assessment Set-up and One-time Maintenance Fee	
Less than 25 parcels.....	\$50 Master + \$5/parcel
25 parcels or more.....	\$100 Master + \$5/parcel
Amortized Projects over 15 years.....	\$300 Master + \$5/parcel
Certified Special Assessments.....	\$8.00/parcel
Special Assessment project adjustments.....	\$10/parcel
Recycling (per household).....	\$0.50/parcel

Tax Increment Financing

TIF Setup.....	\$300.00
TIF Annual Maintenance.....	\$150.00
TIF Modification.....	\$200.00
TIF – Early Decertification.....	\$200.00

Delinquent Processing

Delinquent Fee.....	\$30.00
Confession of Judgment.....	\$50.00
Confession of Judgment after Expiration of Redemption.....	\$100.00
Confession of Judgment – annual billing fee.....	\$10.00
Confession of Judgment satisfaction.....	\$30.00
Revenue Recapture Fee.....	\$25.00

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Tax Forfeited Repurchase Fees.....	\$200.00
Expiration of Redemption	
Preparation of Notices/Publication/Sheriff Service	actual costs/# of parcels + \$50.00
Annual Forfeited Maintenance Fee Charge	
Non-Sale Year	\$500.00
Sale Year.....	\$300.00 per parcel

Ditch Fees

Drainage Assessments	
Petitions	Fees billed to landowner(s)
Drainage Systems Annual Fee (based on length of ditch)	\$30,000.00
Parcel Split – drainage benefit reallocation.....	\$65.00/hour

Financial

Auditors Certificate (base).....	\$200.00
Auditors Certificate above base information	\$30.00 per hour
Certification of Ten Largest Taxpayers	\$20.00
Audit Verifications	\$60.00
Bond Reports (per hour)	\$30.00

Parcel Maintenance

Escrow Fee	\$5.00 per parcel
Minimum Charge.....	\$15.00
Parcel/Value-Acre split expedited fee (under 72 hours)	\$50.00 each

Elections & Voter Registration

Filing Fees	
County Offices.....	\$50.00
Soil & Water Conservation District	\$20.00
Special Elections Fee for Townships/Cities/Schools that conduct an election and are allowed to do so	
by paper ballot	MS204B.32 \$250.00
Special Elections Fee to those jurisdictions that are required by statute to utilize voting	
Equipment.....	MS204B.32 \$500.00
Voter Registration Lists & Labels (651-296-6251)	

Licensing

Auctioneer	\$20.00
On Sale 3.2 Percent Malt Liquor License	\$40.00
Off Sale 3.2 Percent Malt Liquor License.....	\$40.00
3.2 One Day License.....	\$20.00
Dangerous Dog	\$50.00
Estate Sale Conductor (MS 325E.70) filing fee	\$20.00
Fireworks	\$2.00
Liquor	
Off Sale.....	\$100.00
On Sale	\$1,200.00
Sunday	\$200.00
Precious Metal Dealer.....	\$50.00
Tobacco	\$200.00/year
Transient Merchant.....	\$150.00
Wine	\$20.00

COUNTY ATTORNEY

Copies of documents.....	\$.20 per page
Copies of CD/DVD/Blu-Ray	\$10.00
Copies of 32GB Flash Drive.....	\$12/drive
Copies of 64GB Flash Drive.....	\$15/drive

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COURT ADMINISTRATION

Law Library Fee (assessed on all civil & probate filings).....	\$7.00
Modification of Child Support.....	\$20.00
Probate Filing Fee Surcharges	\$20.00

HUMAN SERVICES

Chemical Use Assessment (unless collected by the court)	\$200.00 Maximum–Sliding Fee Schedule
Child Care Licensing Fees.....MS. 245A.10.....	\$0
Corporate Foster Home License Fee – Adult.....	\$350.00 per license
Corporate Foster Home License Fee – Adult/Child.....	\$500.00 per license
Child Support Service Fees	
Non IV-D (per month per case)	\$15.00
Custodial parent applicants [non public assistance].....	MS 518A.51 2% of amt. collected
Non-custodial parent applicant [non public assistance]	MS 518A.51 additional 2% fee
Custodial parent [public assistance] MS 518A.51	2% of amount collected beginning 24 months after end of benefits effective 7-1-04
Custodial parent [non-public assistance].....	Yrly \$35 Fed Fee after \$550 collection
Detoxification Daily Rate	Sliding Fee Schedule
Out-of-County Case Management	SEAGR rate
Out-of-Home Placement	Sliding Fee
Rep Payee Agency Fee	\$0-40/month

HEARTLAND EXPRESS BUS SERVICE

In-County Out-of-Town (each way)	\$3.00
In-Town (each way).....	\$1.50
Nutrition Site (each way)	\$.75
Out-of-County Medical (limited availability)	Federal Reimbursement mileage rate + \$3.00 if trip begins or ends outside of New Ulm city limits

HIGHWAY

Culvert Pipe	Cost
Administration Ditch Fee.....	\$20,000
Equipment Rent (varies with type)	According to State Aid accounting rate
Plans & Specifications (depends on size)	
At Office.....	\$10.00-\$45.00
Mailed.....	\$15.00-\$50.00
Sign Installation	\$45.00/hour
Additional person.....	\$10.00/hour
Material.....	Cost
Sign Man “Gopher One” Call	\$20.00 each
Driveway/Field Entrance Permit Fee.....	\$100.00 plus (requirement that applicant must purchase the culvert from county inventory)

INFORMATION TECHNOLOGY

Service Fees

Professional Service Fee	\$75/hr - Half Hour Minimum
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Full GIS Datasets

Complete Parcel Dataset	\$697
Partial Parcel Data	\$0.04 per parcel (\$20 minimum + Service Fee)
Street Centerlines.....	\$500
Rural Address Points (Cities Not Included).....	\$300
Other Brown County GIS Data maintained by Brown County	\$100

All GIS Datasets will be in Shapefile Format, NAD 83, UTM 15 Projection

All GIS Datasets will require a data disclosure to be signed

Full Real Estate Datasets

Complete Parcel Dataset	\$340
Partial Parcel Data, 1 data field.....	\$0.001 per parcel

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All Real Estate Datasets will require a data disclosure to be signed

Printed Maps

8.5 x 11 Color or Black & White	\$5.00
11 x 17 Black & White	\$5.00
Plotter – Less than 36” x 48” (ANSI E).....	\$15.00
Plotter – Greater than 36” x 48” (ANSI E)	\$15.00 + \$5 per each addition foot, rounded up to the nearest foot.

Note: Plotter can accommodate requests that are 36” wide, unlimited length

Other

Shipping.....	at cost of postage and mailing supplies
DVD	\$1 (Service Fee added for DVD Creation)

LICENSE BUREAU

ATV, ORV, & Watercraft (renewals).....	\$4.50
ATV, ORV, & Watercraft (duplicate, transfers, & new registrations).....	\$7.00
Snowmobiles (renewals, transfers, & duplicates)	\$4.50
Drivers License (renewals & duplicates) & Identification Cards MS 171.06	\$8.00
Game & Fish.....	\$1.00
Motor Vehicle – Registration.....	\$7.00
Transfer of title	\$11.00
State Maps	\$1.00
Watercraft (titling & title transfer).....	\$7.00

PARKS

Campfire Wood	\$5.00
Camping - Primitive Area.....	\$9.00/unit
Tent Area	\$10.00/unit
Trailer Camper/RV Area (electric sites)	\$25.00/unit
Dump Station - Non-camper.....	\$7.00
Picnic Shelter Reservation - All Day	\$20.00

PLANNING & ZONING

Burning Permit	No Fee
New dwellings; New non-ag accessory structures	\$.08/sq.foot; \$26.25 min.
Addition to dwellings and non-ag accessory structures, incl. decks & porches ...	\$.08/sq.foot; \$26.25 min.
Exterior alterations to dwellings, ag, non-ag, commercial structures.....	\$16.00
No change to building footprint—ex:shingling, windows, siding, enclose porch	
Agriculture structures	\$.05/sq.foot; \$26.25 min. - \$525 max.
Commercial/business structures and additions permits.....	\$.08/sq.foot; \$52.50 minimum
Late Fee (building is started or built before obtaining a permit).....	2X original fee or \$52.50, whichever is greater
Variance.....	\$300.00
After the fact variance.....	\$550.00
Conditional Use Permit.....	\$300.00
Adult use conditional use permit	\$1,000.00
MN PCA Feedlot Permit - New application	\$52.50
Update to existing valid	\$31.50
Special Meeting of Planning Commission.....	\$420.00
Grading & Filling Permit.....	\$25.00
Pesticide Applicator Testing	\$25.00 per person
Preliminary/Final Plat Review	\$100.00/lot
Rezoning.....	\$300.00
Septic Installation Permit	
New Type I, II, & III.....	\$175.00
Upgrade Type I, II, & III	\$100.00
Type IV & V	\$400.00
Compliance Inspection for Existing Septic System (if not completed by private sector Compliance Inspector)	\$600.00

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Compliance Inspection for New/Replacement Septic System	1st inspection: No Fee
.....	Every additional inspection: \$50.00
Operation Permit for Holding Tanks.....	\$25.00
Operation Permit for Other Type 2, 4, & 5 Septic System.....	\$100.00
Septic Loan Application Fee.....	\$175.00
Septic Soil Verification.....	1st is no fee, every additional is \$50.00
Septic Design Review	1st is no fee, every additional is \$50.00
Sign Permit (five year renewal)	\$31.50
New E911 Address (Fee: Hwy Dept \$60 and P&Z \$15)	\$75.00
Towers – Cell, wind turbine, etc	\$5/ft in height; \$500 min.
Wind turbine under 55kw	\$250.00
Wetland Contractor Liability & Landowner Statement Form.....	No Fee
Wetland Exemption or No-Loss Application.....	\$26.25
Wetland Delineation Review	
Areas less than 10 acres in size	\$100.00
Areas 10-25 acres in size	\$150.00
Areas 25+ acres in size	\$200.00
Wetland Replacement Plan (no enforcement).....	\$125.00 for plan review plus
.....	\$25.00/hr for site visits & TEP Meetings
Wetland Replacement Order (enforcement)	\$250.00 for plan review plus
.....	\$50.00/hr for site visits & TEP Meetings
Monitoring (required with replacement orders & optional to have County perform under no enforcement)	\$100.00/year
Wetland Restoration Order (enforcement)	\$250.00/order plus
.....	\$50.00/hr for site visits & TEP Meetings
Appeal of WCA TEP decision to County Board.....	\$250.00
Wetland Banking Applications	\$262.50

PROBATION – MS 244.18 CP 12-27-2011

Description	Adult	Juvenile
Felony D.W.I. (not ISP).....	\$400.00	---
D.W.I, ISP/Specialty Court.....	\$550.00	\$200.00
Felony		\$100.00
Gross Misdemeanor (including continuances).....	\$300.00	\$50.00
Misdemeanor (including continuances and pettys)	\$200.00	\$50.00
Diversion	\$100	\$50
Adult Pretrial	\$75	---

ASSESSMENTS/REPORTS

PSI Only (no actual supervision takes place; occurs mostly for transfer cases).....	\$200.00
Domestic Violence Assessment	\$100.00

CLASSES/PROGRAMS

Restorative Conferencing	50.00
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DRUG TESTING Non-Probation

DNA Testing.....	\$30.00	\$30.00
6 Drug Cup Test.....	\$15.00	\$15.00
11 Drug Cup Test.....	\$15.00	\$15.00
EtG.....	\$15.00	\$15.00
K2 Spice Dip Test.....	\$15.00	\$15.00
Fentanyl	15.00	\$15.00
Oral	\$15.00	\$15.00
THC	\$15.00	\$15.00
Tramadol.....	\$15.00	\$15.00
Confirmation Tests – 1 drug confirm	\$25.00	\$25.00
Hair/Patch Test	\$100.00	\$100.00

DRUG TESTING PROBATION

Positive Drug Test Confirmation/Admission by Client or Diluted Sample by confirmation;

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includes k2, spice, bath salts, all confirmations includes admission or No Show for scheduled test \$100.00 \$100.00

Sentence to Services (STS) & Community Work Service (CWS)

STS Termination Fee \$100.00 \$50.00

STS In Lieu of Jail (non-jail participants)..... \$20.00/day

OTHER FEES

Copies of Documents on Closed Cases..... \$10.00 \$10.00

Note: Non-probation means cases not assigned to the Brown County Probation Department

PUBLIC HEALTH MS 145A.04, Subd.4C

1) Disease Prevention & Control Health Promotion

Blood Pressures – Individual, In-Office Monitoring, Referral & Counseling

Screening, Counseling & Referral No Charge

Blood Pressures – Community Clinics No Charge

Ear/Hearing Assessment No Charge

Head Lice / Rash Check..... No Charge

Community Health Fair – Setup & Distribution of Information No Charge

Tympanogram..... No Charge

Group Education Programs..... \$50.00 per hour

2) Public Health Nurse Clinic

Medication Management Program..... \$140.00 per visit

(Reimbursable by MHCP Programs or Insurance)

3) Immunizations

MN Department of Health recommended vaccinations \$18.00 administration fee plus cost of vaccine

Tuberculin Skin Test..... \$35.00 per test

Routine Infant, Child VFC and Adult UUAV administration of each vaccine... \$18.00

4) Other Services

Family Planning Services Contract

Jail/Correctional Health Contract

Maternal Child Health Skilled Nursing Visit..... \$140.00 per visit

Pregnancy Testing (Sliding Fee Scale, MCH Grant, or MA reimbursement).... \$15.00

School Health Contract

Paternity Test (At request of LabCorp or Child Support) \$35 per test

RECORDER (Abstract Department)

Abstract Certification

New certificate on an abstract..... \$60.00

Each continuation certificate..... \$60.00

Abstract Entry \$5.00

Abstracts, Exhibits on \$1.00/page

Abstractor's Report – Faxed..... \$80.00

Abstractor's Report – Emailed..... \$30.00 - \$50.00

Name Searches..... \$2.00/name

Certified copies..... \$10.00

Condominium Floor Plans \$56.00

Copy of Condominium Floor Plans \$1.00/page with \$10.00 minimum

Credit Bulletin \$288.00/year

Fax/E-Mail Search and Copy Fee \$1.00/page with \$5.00 minimum

Judgment Search..... \$5.00/name

Listing of documents of one instrument type/by Grantor/Grantee,

per name searched..... \$25.00 for (15) pages, \$1.00 /page after (15)

Multiple Assignments /Satisfactions

With up to four (4) citations..... \$46.00

Each additional citation over four (4) \$10.00

Plat \$56.00

Copy of Plat..... \$10.00

In Addition if Certified \$5.00

Recording Document \$46.00

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MN State Deed Tax0033x Consideration
Mortgage Registration Tax0023x Amount
Uncertified Copies Image/Oversized	\$1.00/\$3.00
Well Certificate.....	\$50.00

RECORDER (Torrens Department)

Certificate Showing Condition of Register	\$10.00 each
Certified Copies	\$10.00
Condominium Floor Plans	\$56.00
Copy of Condominium Floor Plans	\$1.00/page with \$10.00 minimum
Exchange Certificate.....	\$40.00
Fax Fee	\$5.00 plus \$1.00/page
Recording Document.....	\$46.00
Plat.....	\$56.00
Copy of Plat.....	\$10.00
In Addition if Certified	\$5.00
Registered Land Survey.....	\$56.00
Residue Certificate.....	\$40.00
Well Certificate.....	\$50.00

RECORDER – Land Shark Land Record Web Access

Land Shark Start-up Fee	\$50.00
Monthly Subscription Fee.....	\$50.00
Document Fee.....	\$1.00 per document viewed

RECORDER (Vital Statistics Department)

Birth Certificate – Certified	\$26.00
Additional – Certified	\$19.00 each
Birth Certificate – Uncertified	\$13.00
Birth and Death Listing.....	\$15.00/birth list \$15.00/death list
Death Certificate – Certified.....	\$13.00
Additional – Certified.....	\$6.00 each
Marriage Application.....	\$115.00
Qualified Reduced Fee.....	\$40.00
Copy of Marriage Certificate	\$9.00
Replacement of lost or amended marriage license	\$25.00
Notary/Ordination Filing	\$20.00
Passport Book.....	\$110.00/adult \$80.00/child
Passport Card.....	\$30.00/adult \$15.00/child
Execution Fee	\$35.00
Take & print passport photos.....	\$15.00
Duplicate prints.....	\$5.00

RECORDER

Service fee for credit/debit card transaction.....	MS 471.381 Subd. 2 \$2.00
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SHERIFF

Jail

Board of Prisoners

Out-of-County	(CP 08-18-09 effective 9-1-09)
.....	1 Inmate =\$60.00 per day
.....	\$54.00 per day Contract Counties
Special Management.....	\$125.00 per day
2 – 4 Inmates =	\$52.00 per day Contract Counties
5 or more Inmates =	\$50.00 per day Contract Counties
Pay-to-Stay	MS 641.12 Subd. 3 - \$20.00 per day

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Booking Fee (each inmate & agency).....	\$15.00 each
Huber Fees–Work Release per day (MS 631.425 [5])	\$25.00
Out of County Huber Work Release per day	\$50.00

Inmate Expenses

Commissary	Varies
Medical Co-Pay	\$15.00
Medical Reimbursement incl. Work Release & Out-of-County(MS 641.12,15) . Cost	
Phone Calls (35% through 7/15/97).....	Varies
Drug Testing Fee	\$35.00
MN BCA Buccal Swab Collection	\$35.00
PBT testing	\$5.00
Transportation Fee.....	\$3.75 per mile
Transportation fee to non-court ordered appointments	\$25.00

Civil

Certificate of Sale	\$100.00
Duplicate Return.....	\$5.00
Execution Unsatisfied, Demand.....	\$25.00
Gun storage fee.....	\$3 per day per gun
Mortgage Foreclosure Sale	\$100.00 (includes cancellation)
Not Found / Return	\$50.00 (includes mileage)
Filing for public inspection: Notices of Intention to Redeem	MS580.24 \$100.00
Filing for public inspection: Doc. other than Intention to Redeem ...MS580.25	\$20.00
Posting Sale Notices (3).....	\$50.00 (includes mileage)
Property Redemption Fee	\$250.00
Service of Levy.....	\$50.00 (includes mileage)
Service by Mail.....	\$5.00
Summons or Process.....	\$65.00 (includes mileage)
Taking Bond	\$8.00
Writ of Execution Collection (10% of first 250.00 plus 6% of balance).....	Varies
All Other Process Service (up to five attempts)	\$50.00 (includes mileage)

Patrol

Deputy Rate and Special Event Security Rate (not Police Contracting Rate).....	\$70/hr plus mileage if necessary (2 hr min.)
False Alarm Fee [after three false alarms per calendar year]	(CP 12-28-10) \$75.00
Impound Fee	\$10/day, not including first or last day, with future automatic increases to coincide with any increase in impound fees charged by the New Ulm Police Department
Mileage	Federal deductibility rate/mile

Records

Copies:

Documents First Copy	\$5.00
Documents Additional	\$.35
Photos (old case).....	\$25.00
Photo CD	\$15.00
In Car/Body Camera Video	\$50.00
Copy of telephone calls (each).....	\$15.00
Permit to Carry – New	\$100.00
Permit to Carry – Renewal.....	\$75.00
Permit to Carry – Renewal (Prior to 90 days of expiration).....	\$75.00
Permit to Carry (Up to 30 days of expiration)	\$85.00
Permit to Carry – New & Renewal for Veterans, National Guard Members, Reservists or Active Duty of U.S. Armed Forces	\$25.00
Permit to Carry (Duplicate Permit to Carry/Address Change).....	\$10.00
Civil Finger Prints.....	\$12.00
Transcripts	\$30.00/hour to complete, 1 hour minimum

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SOLID WASTE

Appliances/White Goods	\$15.00 each
E-Waste (Electronic Recycling).....	\$15.00 each
Tires.....	\$0.15 per pound
Fluorescent Bulbs	Recycle cost
Landfill Tipping Fee	\$45/ton + 17% Solid Waste Tax (\$52.65 per ton) with a minimum charge of \$15
- Asbestos Items	\$0.05/pound (\$100/ton) \$15 minimum charge
- General Scale Use Fee	\$3 per weigh
- Mattresses	\$20 per mattress or box spring
- Out of County Fee.....	Additional \$15 per ton/load, whichever is greater
- Uncovered/Unsecured Load.....	\$20 per load
Recycling Curbside Service	\$38.00/household
Recycling Dropbox Service	\$19.00/household