

CITY OF OLIVIA
ORDINANCE 2022-01

**AN ORDINANCE UPDATING THE FINE AND FEE SCHEDULE
OF THE OLIVIA CITY CODE**

WHEREAS, the City has conducted a periodic review and determined that the Fine and Fee Schedule should be updated, and

WHEREAS, the Fine and Fee Schedule may be set from time to time by Ordinance of the Olivia City council; and,

WHEREAS, City Staff has reviewed the current Fine and Fee Schedule for the City of Olivia and is hereby recommending that the Fine and Schedule attached hereto as Appendices A - C should be adopted.

NOW, THEREFORE BE IT ORDAINED by the City Council of the City of Olivia that the fee schedule attached hereto as Appendices A - C is hereby adopted.

This Ordinance shall be in full force upon its passage and publication. Passed and adopted this 3rd day of January, 2022.

Jon Hawkinson, Mayor

Attest:

Dan Coughlin, City Administrator

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Appendix A

2022 FEE SCHEDULE - HANDOUT

<u>Administrative Fees:</u>	<u>Amount</u>
Assessment Search	\$15.00
Expedited search with 24-hour turn-around	\$20.00
Bad Check Fees	\$30.00
Copies	
8½ x 11	\$0.25
Legal 8½ x 14	\$0.35
Ledger 11 x 17 & Two Sided	\$0.50
Council Filing Fee	\$2.00
Fax receiving and sending per page	\$2.00
Notary service other than City	\$2.00
Finance Charge on Miscellaneous Billing Statements (Chapter 35.04)	
Terms 30 days subject to monthly (annual rate of 18%), or \$.50 minimum charge	1.5%
RC Auditor Charge to Certify Each Unpaid Refuse Account or Unpaid Invoice per parcel for Inclusion on the Tax Rolls	\$5.00
RC Auditor Charge to Certify Each Delinquent Utility Account Per Parcel for Inclusion on the Tax Rolls	\$5.00

Utilities: Water, Storm, Sewer, Electric, Garbage / Refuse, Public Works

Water hookup of a new water service (Chapter 50.01-50.05)	
Materials include: corp stop, curb stop and curb stop box, pipe from main to curb stop, fittings, and tapping saddle	
With one (1) inch meter (\$1,000 approximate cost as of 11-20-17)	actual cost
Note: if not previously stubbed into lot (does not include excavation)	
Mobile Home Meters	
¾ inch (\$300 includes tax approximate cost as of 11-6-20)	actual cost
2 nd Water Meter – for outside watering purposes (installation not included)	
¾ inch (\$300 approximate cost as of 11-6-20)	actual cost
One (1) inch (\$400 approximate cost of 11-6-20)	actual cost
¾-inch replacement meter body (\$75 approximate cost as of 11-18-15)	actual cost
Bulk Water	\$9.00/1000 gallons
Sales tax	6.875%
Electrical Tampering Fee	\$250 minimum, up to actual cost
Manual Meter Reading Fee	\$50 per month
Temporary Electrical Service Fee	\$150 minimum, up to actual cost
Water Reconnect and Disconnect Fees	
Due to Non- Payment, 8AM-3PM	\$100.00 per service
Due to Non-Payment, After 3PM or during non-business hours	\$150.00 per service
At Owners Request, After 3PM or during non-business hours	\$100.00 per service
Electric Reconnect and Disconnection Fees	
Due to Non- Payment, 8AM-3PM	\$100.00 per service
Due to Non-Payment, After 3PM or during non-business hours	\$150.00 per service
At Owners Request, After 3PM or during non-business hours	\$150.00 per service

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Brush Pick Up (Chapter 53.03C)

Special Pick Up per truck load	\$125.00
Small Branch pick up on Last Friday of the month during May thru October	Free

Utility Rates:

Storm Water Drainage Utility (Chapter 51.02) Fund Fees/Rates & Charges (Effective Jan. 1, 2022)

Class 1	\$16.15
Class 2	\$36.25
Class 3	\$69.45
Class 4	\$102.65
Class 5	per acre 1.60

Sewer Service Charges AKA Wastewater Treatment (Effective Jan. 1, 2022)

Base Charge (includes \$3.90 for Reserve Account Fund)	monthly \$20.00
100 Cubic Ft. of Water Usage	per unit \$5.05

Water Rates (Chapter 54.03) (Effective Jan. 1, 2022)

Base Charge (includes \$3.95 for Reserve Account Fund)	monthly \$ 20.30
100 Cubic Feet	per unit \$4.85

Electrical Energy Rates (Chapter 52.02); (Effective Jan. 1, 2022)

Residential Monthly Base	\$15.80
Energy Rate per kWh	\$0.0994
Commercial Monthly Base	\$21.50
Energy Rate per kWh	\$0.107
Small Power Monthly Base	\$45.50
Energy Rate per kWh	\$0.107
Large Power Monthly Base	\$55.50
Church Large Power Monthly Base	\$45.50
Demand Rate per kW	\$11.70
Church Demand Rate per kW	\$9.00
Energy Rate per kWh	\$0.0704
Interdepartmental Demand Rate per kW	\$7.00
Interdepartmental Rate per kWh	\$0.0663

Garbage and Refuse / Refuse Collection (Chapter 53.01)

Rates established by Service Provider Under Contract-West Central Sanitation

35-gallon cart, serviced once per month	\$7.50
35-gallon cart, service every other week	\$9.90
35-gallon cart, serviced weekly	\$11.90
65-gallon cart, serviced weekly	\$14.60
95-gallon cart, serviced weekly	\$17.20
Colored bags: 16-gallon, serviced weekly	each \$1.35
Colored bags: 40-gallon bags, serviced weekly	each \$1.69
Monthly base rate for bag service	\$4.00
Apartments billed to tenant, using dumpster: Singles monthly	\$6.50
Apartments billed to tenant, using dumpster: Two or more monthly	\$10.45

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Prices do not include the 9.75% residential tax
DER Interconnection (Effective Jan. 1, 2022)

Interconnection Application Fees

Pre-Application Report Request	\$300.00
Simplified Interconnection Application	\$100.00
Fast Track Interconnection Application – Certified System	\$100.00 + \$1/kW
Fast Track Interconnection Application – Non-certified System	\$200.00 + \$2/kW
Study Interconnection Application	\$1000 + \$2/kW down payment + any study costs exceeding down payment

Standby Charge (for facilities greater than 40kW)

\$10.70 *50% of the peak kW demand during summer months (June, July, August, or September Usage) in the most recent 12-month period. This fee will be applied instead of the demand charge for any month which the Standby Charge is higher.

Grid Access Charge (In addition to base charge for the appropriate class for facilities under 40kW. Listed charges were calculated using 2021 Cost of Service Study Results)

First 4kW (DC Nameplate rating)	No Charge
Residential	\$3.50/mo./kW of DC nameplate rating over 4kW
Commercial	\$3.15/mo./kW of DC nameplate rating over 4kW
Small Power	\$3.09/mo./kW of DC nameplate rating over 4kW
Large Power	\$3.09/mo./kW of DC nameplate rating over 4kW

Supplemental Review Costs/Study Fees

Actual Costs with deposit due before studies are conducted

Transmission System Studies/Fees	Actual Costs
Interconnection Costs	Actual Costs
May Include:	
Meter (customer is responsible for all replacements)	Actual Costs
System changes incurred in order to support system	Actual Costs

Construction of Distribution or Transmission Facilities

Actual Costs (Must provide proof of secured finances with Interconnection Agreement as described in section 9.6 of Fast Track Process Overview and 11.5 of Study Process Overview)

Animal Fees and Fines / Police Department Fees

Cat & Dog License (issued for lifetime of animal) Cat & Dog	\$ 25.00
Impounding:	
Pick up	\$25.00
Daily Room & Board	\$15.00
Labor Charged Per Hour per Police Officer	\$50.00
Parking Violations within City	\$20.00
Security Alarms/Calls (false alarms)	\$40.00

Metal Detector - Rental

Only Citizens of the City of Olivia may sign out the Building Inspector's locator / metal detector for up to 72 hours to use to locate property pins; security deposit \$20.00

In event, the locator / metal detector is not returned within 72 hours, the security deposit will be

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forfeited; and should it return damaged, the borrower will be invoiced for the cost of repair or if severely damaged for replacement of the unit.

Peddler, Solicitor / Canvasser & Transient Merchant

Application Required (Chapter 111.03 C.) Registration (Chapter 111.07)

Annual Fee \$25.00

Plus, daily operation fee \$1.00

Recreational & All-Terrain Vehicles

All-Terrain Vehicle & Golf Cart Permits (Chapter 70.021)

Annual Fee to operate / use on City Streets \$20.00

Recreational Vehicles (Chapter 70.020)

Not limited to trail bikes, off-highway motorcycles, motorized scooter, go-carts, hovercraft, or any motor vehicles for off-road recreational purposes) \$20.00

Right-of-Way (ROW) Management

Permit Fee (Chapter 91.19)

In right-of-way and not in street per block or any part \$25.00

In right-of-way and in street per block or any part of \$50.00

Right-of-Way Vacation (Chapter 91.30)

Street Vacation Request application fee \$125.00

Plus, related expenses incurred for Attorney & Engineer Services

Plus, fee to record resolution \$50.00

Surface Repair Rates if City Restoration Requires Asphalt/Concrete

Curb and Gutter - Replacement cost of labor, materials, equipment and

Any other related costs will be certified against the property

Pole Attachment Fees \$4.00 per pole per month billed quarterly

Water Tower Attachment Fees \$1200 per year billed quarterly

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2022 FEE SCHEDULE – LAND USE, BUILDING PERMITS, & ZONING

14. Title XV – Land Usage (Building Code, Plumbing Code, Subdivision & Zoning)

Land Use Permit Fees

These items shall require a Permit: Concrete Pads, Decks (unattached and / or under 30”),
Driveways, Fallout Shelters, Fences, Landscape and / or Decorative Features, Patios,
Play and Recreational Structures, Satellite Dishes, Sidewalks,
Signs (not requiring a foundation), Storage Sheds less than 200 sq. ft., Swimming Pools,
Tennis Courts, etc. (issued to protect setbacks and easements) \$45.00

Zoning Checks and / or Inspections \$45.00

Zoning Letter Requests for Certification, Classification, etc. \$45.00

Fixed Fees for Residential Only

Basic and Customary Repairs / Replacements: Roofs, Siding, and Same Size
Windows & Doors \$60.00

Moving – Accessory Buildings (from one location to another with the City) \$60.00

Building Permit Fee Schedule (Pursuant to 1997 UBC – Council approved 2011)

Fees are based upon the total valuation or cost of improvement/project. According to the valuation, use the schedule below + \$5 minimum or \$.50 per \$1,000.00 whichever is greater for the State Uniform Building Code + Plan Review if determined by the Building Official; + a sprinkler system plan review by Fire Marshal if applicable. ** Approved on January 21, 2014; “no building permit fee refund” providing adequate notice is given to applicants so they are informed of the policy at the time of application.

\$1 to \$1,200	\$45.00
\$1,201 to \$2,000	\$69.25
\$2,001 to \$25,000	\$69.25 for 1 st \$2,000 +\$14 for each additional \$1,000 to and including \$25,000
\$25,001 to \$50,000	\$391.25 for the 1 st \$25,000 +\$10.10 for each additional \$1,000 to and including \$50,000
\$50,001 to \$100,000	\$643.75 for 1 st \$50,000 + \$7 for each additional \$1,000 to and including \$100,000
\$100,001 to \$500,000	\$993.75 for 1 st \$100,000 + \$5.60 for each additional \$1,000
\$500,001 to \$1,000,000	\$3,233.75 for the first \$500,000.00 plus \$4.75 for each additional \$1,000 or fraction thereof to and including \$1,000,000
\$1,000,001 and up	\$5,608.75 for 1 st \$1,000,000 + \$3.15 for each additional \$1,000 or fraction thereof

Note: If the valuation is greater than **\$1,000,000**, the surcharge is \$500.00 plus two-fifths mill (.0004) of the value between \$1,000,000.00 and \$2,000,000.00.

Building Inspector calculates valuations of \$500,000.00 or greater.

Building Relocation / Moving Permit for Principal Structures \$100.00

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Commercial & Residential Projects Requiring A Plan Review

When a PLAN REVIEW is required, an additional 65% of the of the Basic Permit Fee shall be charged as set forth in the UBC (Year 1997) 65%

New Residential Dwellings, New & Other Commercial Projects

Inspection & Plan Review Services will be calculated on a **split**: 75% Building Inspector / 25% City of the Fee Schedule set forth in the UBC (Year 1997) 75% / 25%

Compensation for Additional Work

The Building Inspector may require additional inspections for additions, remodeling or moving of a structure, when deemed necessary per hour \$ 60.00

Demolition Application \$100.00

Require Bldg. Official (asbestos) Inspection & Water Wastewater Inspection (to make sure utilities are capped off).

Manufactured Homes/Trailers (New and / or Used) Moving into Park \$100.00
(minimum two inspections required)

Work Commencing Before Permit Issuance:

If work for which a permit is required by the code has been commenced without first obtaining a permit, a special investigation shall be made before a permit may be issued for the work. An investigation fee established by the municipality shall be collected and is in addition to the required permit fees, but it may not exceed the permit fee.

Special Investigation Fee **Shall be equal to permit fee**

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Subdivision Regulations (Chapter 151.008)

Annexation application fee	
<u>Plus</u> , related expenses incurred for Attorney & Engineer Services	\$ 125.00
<u>Plus</u> , fee to record resolution	\$ 50.00
Developer Agreement Documents – recording fee	\$50.00
Minor & Major Subdivision – Preliminary & Final Plat applications	each \$125.00
<u>Plus</u> , research fees performed by Zoning Administrator	\$35.00
<u>Plus</u> , Publishing 2 weeks of legal notices	Actual Cost
<u>Plus</u> , related expenses incurred for Attorney & Engineer services	Actual Cost
<u>Plus</u> , fee to record resolution	\$ 50.00
<u>Plus</u> , Recording fee for Preliminary and / or Final Plat	\$ 56.00

PUD Planned Unit Development Regulations (Chapter 152.175-152.178)

PUD application fee	\$125.00
<u>Plus</u> , research fees performed by Zoning Administrator	\$35.00
<u>Plus</u> , publishing 2 weeks of legal notices	Actual Cost
<u>Plus</u> , related expenses incurred for Attorney & Engineer services	
<u>Plus</u> , fee to record resolution	\$50.00

Administration, Permits & Fees (Chapter 152.205-152.207) Planning & Zoning Fees

Amendments or Changes to Zoning Ordinance	\$125.00
<u>Plus</u> , Research (names/addresses) fees performed by Zoning Administrator	\$35.00
<u>Plus</u> , Actual Cost of publishing 2 weeks of legal notices	
<u>Plus</u> , related expenses incurred for Attorney & Engineer services	
<u>Plus</u> , Fee to record Resolution & related documents	\$50.00
Board of Appeals /appeals to the decisions of the Zoning Admin. or Zoning code	\$125.00
<u>Plus</u> , related expenses incurred for Attorney & Engineer services	Actual Cost
Special Use Applications: Conditional Use Permit, Rezone, Variance, Street Vacation Request (Reference Chapter 96)	each \$125.00
<u>Plus</u> , Research performed by Zoning Administrator (hourly charge) of	\$35.00
<u>Plus</u> , Publishing 2 weeks of legal notice(s)	Actual Cost
<u>Plus</u> , related expenses incurred for Attorney & Engineer services	
<u>Plus</u> , fee to record Resolution and related documents	\$50.00

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Appendix C

2021 FEE SCHEDULE / Invoicing Purposes

Public Works Equipment

(all equipment will be operated by or used in the presence of City of Olivia employees. One hour minimum applies, this schedule includes one man labor charge unless noted otherwise.)

Aerial Lift (Elec. Dept.)	\$150.00/hr
Backhoe (Elec. Dept.)	\$150.00/hr
Brush Pick Up (per City truck load)	\$150.00/hr
Air Compressor (no man, minimum)	\$40.00
After 1 st hour,	\$15.00/additional hour
Rental per day	\$95.00
Digger Derrick	\$150.00/hr
Grader or Loader or Sweeper rental for MnDOT or Renville County	\$150.00/hr
Man / Labor Charged Per Hour (each – one man already included unless noted)	\$75.00/hr
Mower (Used when there is a Nuisance Violation - Tall Grass)	\$125.00/hr
Roller / Packer	\$125.00/hr
Salt & Sand Mixture (\$40 per ton as 03-04-19)	actual cost
Skid Loader	\$150.00/hr
Sweeper	\$200.00/hr
Thawing Machine / Waterline Defroster (Water Dept.)	\$100.00/hr
Tractor (John Deere)	\$125.00/hr
Trencher (Elec. Dept.)	\$6/linear foot + labor
Cooperative Trench Share	\$4.50/linear foot
Truck	\$ 125.00/hr

Parks and Recreation

Athletic Field annual rent	\$1,200.00
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Fire and Rescue Calls

Fire Calls	
Service to Olivia residents and non-residents for 1 st hour (minimum)	\$500.00
Plus, each additional hour	\$125.00
Plus, per truck used at scene	\$125.00
Plus, foam	\$per gallon used 30.00
Fire Fighter Labor	
(# of responding members) x (hours of service) x (standard hourly labor rate)	
Rescue Squad Call (minimum charge):	\$250.00
Plus, equipment used at scene: jaws, spreader, air bags, ram, etc.	each \$125.00
Plus, per truck used at scene	each \$125.00
Service run when not needed or turned back	No Charge
Fire Alarm (first two false fire alarms free, 3 rd call determined by Fire Chief)	\$100.00

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Technical Rescue Team Calls

Calls for Service (initial response of vehicles and equipment)	\$400.00
Rescue Personnel Labor (# of responding members) x (hrs. of service) x (standard hrly labor rate)	\$8.50/hour/person
Charge for NON-Tech Rescue Equipment (hurst tools, airbags, cutting torch, stabilization struts, etc.	each \$125.00
Service Run when not needed or turned back	No Charge

Police Department

Impound Vehicle Storage Fees	\$20.00 per day
Labor Charged Per Hour per Police Officer	\$50.00
Security Alarms/Calls (false alarms)	\$40.00
Vicious Animals / Appeals Hearing – Potentially Dangerous Dog (7.18.16 Minutes)	\$250.00