

WAYNE COUNTY BOARD OF COUNTY COMMISSIONERS

ORDINANCE NO. 2022-006

AN ORDINANCE APPROVING A FEE SCHEDULE FOR SERVICES AND FOR VITAL RECORDS PROVIDED BY
THE LOCAL HEALTH DEPARTMENT OF WAYNE COUNTY

WHEREAS, Indiana Code ("IC") 16-20-1-27 permits the local health board to establish fees for the delivery of local health services and records established by ordinance and state law, provided that such fees are approved by the county executive; and

WHEREAS, the Board of County Commissioners ("Board") has received and reviewed a proposed schedule of fees recommended for adoption by the Local Board of the Wayne County Health Department.

NOW, THEREFORE, BE IT ORDAINED BY THIS BOARD THAT

1. Preamble. This Ordinance is enacted for the purpose of a). Approving the fees to be charged by Wayne County Board of Health as contemplated in Indiana Code 16-20-1-27; b). To adjust the fees presently charged by the Wayne County Board of Health to better reflect the costs of delivery of its services; and c). To codify within one ordinance all fees charged by the Wayne County Board of Health related to food services, septic services, swimming pool services and for providing copies of vital records.

2. Definitions. For the purpose of this Ordinance, the following words shall have the meaning respectively ascribed to them unless a different meaning is clearly indicated:

a) "Board of Health" shall mean the Local Board of Health Wayne County, Indiana, as provided for in Indiana Code 16-20-2-1 et. seq.

(b) "Retail Food Establishment" shall have the definition and meaning ascribed to it pursuant to Indiana State Department of Health Rule 410 IAC 7-24.

(c) "Certified Food Handler" shall have the definition and meaning ascribed to it pursuant to Indiana State Department of Health Rule 410 IAC 7-22.

(d) "Vending machine" shall mean any self-service device offered for use which, upon insertion of paper money, coins, tokens, or by other similar means, dispenses unit servings of potentially hazardous food, either in bulk or package.

(e) "Micro Market" shall mean an unstaffed, self-checkout retail food establishment.

(f) "Bed and Breakfast Establishment" shall have the definition and meaning ascribed to it pursuant to Indiana State Department of Health Rule 410 IAC 5-15 .5.

(g) "Health Department" shall mean the Local Health Department of Wayne County, Indiana as established by Ordinance duly passed by the Board of Commissioners of Wayne County, Indiana.

(h) "Person" shall mean any individual, corporation, partnership, company, LLC, LLP, firm, association, trustee, municipality, county, authority, estate, public or private entity or other legal entity or their representatives or agents, successors and assigns.

(i) "Public Pool", "Semi-Public Pool", "Spa", "Wading Pool", and "Diving Pool" shall have the definition and meaning ascribed to it pursuant to Indiana State Department of Health Rule 410 IAC 6-2.1.

(j) "Residential Sewage Disposal System" shall have the definition and meaning ascribed to it pursuant to Indiana State Department of Health Rule 410 IAC 6-8.3.

(k) "Commercial On-Site Sewage System" shall have the definition and meaning ascribed to it pursuant to Indiana State Department of Health Rule 410 IAC 6-10.1.

(l) "Private Drinking Well" A private drinking well in Indiana is a bored, drilled, or driven shaft or dug hole that supplies water to a residence. Private wells are created by drilling a hole into the ground to reach an aquifer, which is a permeable rock layer that contains water. A pump system then moves the water from the aquifer to the home.

(m) "Holding Tank" In Indiana, a holding tank is a watertight, leakproof, and self-contained reservoir that temporarily stores sewage before it is disposed of at an approved facility. Holding tanks are used when a property doesn't have a connection to a municipal sewer system and isn't suitable for an on-site septic system.

(n) "DOT Physical" is a medical exam that ensures drivers of commercial vehicles are physically, mentally, and emotionally fit to drive. The Department of Transportation (DOT) requires this exam to ensure public safety. DOT Physical Exams are established in 140 Indiana Admin. Code 7.3.6.5. and they will only be conducted by a WCHD provider that is licensed under this code.

(o) "School Sports Physical" A school sports physical, also known as a participation physical evaluation (PPE) is a health screening that determines if it's safe for a child to play sport. The sports physical will be conducted in accordance with IHSAA guidelines by a medical provider fully licensed and in good standing in the state of Indiana. The comprehensive exam will include but is not limited to: a full physical exam, height, weight, vision, and blood pressure screening, heart rate check, cardiovascular health, lungs, and abdomen exam, and a musculoskeletal exam.

3. Fees for Services and for Vital Records. The Board of Health shall establish and collect a fee for providing to or for, a person any of those specific services or copies of vital records as set out and described in the Fee Schedule of this Ordinance.

4. Collection of Fees. The Health Department shall collect a fee for all services and copies of vital records provided to a person in accordance with the Fee Schedule of this Ordinance.

5. Accounting and Disposition of Fees. Fees collected by the Health Department under the established Fee Schedule shall be accounted for and disposed of as follows:

(a) "Accounting for Fees"- All scheduled fees collected by the Health Department shall be accounted for in detail by program service area.

(b) "Disposition of Fees"- All scheduled fees collected by the Health Department pursuant to this Ordinance, shall be transferred into the Wayne County Health Fund.

6. Fee Schedule. The following fee schedule as established by the Board of Health and hereby approved by the Board of Commissioners of Wayne County, Indiana, pursuant to Indiana Code 16-20-1-27, shall be collected by the Health Department when providing those services described therein, or when furnishing to a person copies of vital records as set out therein:

FOOD SERVICES *	AMOUNT
Retail Food Establishment Permit up to 3,000 Square Feet	\$250.00
Retail Food Establishment Permit from 3,001 Square Feet to 8,000	\$400.00
Retail Food Establishment Permit from 8,001 Square Feet and over	\$600.00
Retail Food Establishment Permit issued after July 1 st of any calendar year	One half of the applicable annual fee
Temporary Food Establishment Permit	\$ 15.00 per day or \$210.00 maximum
Mobile Retail Food Establishment Permit (12 months)	\$150.00
Vending Machine Permit	\$25.00 per machine
Bed and Breakfast Establishment	\$150.00
Micro Market Permit	\$ 50.00
Retail Food Establishment Plan Review for new construction (Application filed prior to commencement of any new construction)	\$200.00
Retail Food Establishment Plan Review for new construction (Application filed after commencement of any new construction)	\$300.00
Retail Food Establishment Plan Review for remodel (Application filed prior to commencement of remodel)	\$150.00
Retail Food Establishment Plan Review for remodel (Application filed after commencement of remodel)	\$250.00
Reinstatement of any Retail Food or Mobile Food Establishment Permit	\$200.00

* Note: All Retail Food Establishment fees are to be paid annually based on a calendar year. No fees will be prorated during any calendar year except as noted herein.

RESIDENTIAL SEWAGE DISPOSAL SERVICES		AMOUNT
Residential Sewage Disposal - Written Permit (New Construction)		\$400
Residential Sewage Disposal Plan Review (Replacement)		\$175.00
Residential Sewage Disposal - Written Permit (Replacement)		\$300.00
Residential Sewage Disposal – Written Permit (Repair)		\$100.00
Holding Tank (paid yearly)		\$100.00
Registration Fee for Residential Sewage Disposal System (Contractors)		\$250.00
COMMERCIAL ON-SITE SEWAGE SYSTEMS		AMOUNT
Commercial On-site Sewage System - Written Permit (New Construction)		\$400.00
Commercial On-site Sewage System - Written Permit (Replacement)		\$300.00
Commercial On-site Sewage System - Written Permit (Repair)		\$100.00
Registration Fee for Commercial On-site Sewage System (Contractors)		\$250.00
WATER WELLS		AMOUNT
Private Water Well Testing Administrative Fee		\$25.00
PUBLIC & SEMI-PUBLIC POOL SERVICES		AMOUNT
Public and Semi-Public Pool Inspections (12 months)		\$250.00

Public and Semi-Public Pool Inspections (Seasonal - 6 months or less)	\$200.00
Wading Pool, Spa, and Diving Pool Inspections (12 months)	\$175.00
Wading Pool, Spa, and Diving Pool Inspections (6 months)	\$150.00

VITAL RECORDS SERVICES	AMOUNT
Birth Certificate	\$15.00
Death Certificate (includes fee for Coroner's continuing education) **	\$15.00
Out-of-County Birth/Death Certificate	\$15.00 + \$5.00 Fee
Correction to Birth Certificate	\$35.00
Paternity Affidavit Upon Marriage	\$35.00
Paternity Affidavit	\$35.00
Copy of Paternity Affidavit	\$ 5.00
Notary Services	\$ 5.00

** Note: The above Coroner's continuing education fee shall automatically adjust to comply with the fee schedule set out in IC 16-37-1-9(d).

NURSING SERVICES	AMOUNT
VACCINE ADMINISTRATION FEE	Medicaid Reimbursable Rate
STD ADMINISTRATION FEE	\$ 25.00

LEAD TEST	\$ 10.00
HEALTH SCREENING/LABS	Varies based on labs and screening
TB TESTING	\$ 25.00 Skin, \$35 Blood
BLOOD COLLECTION FEE	Medicaid Reimbursable Rate
SHOT RECORD	\$ 5.00
SELF-PAY VACCINE	Cost of vaccine + 25%
SELF PAY TESTING	Cost of test +25%
PRIVATE CLINIC SET UP FEE	\$ 100.00
Non-CERTIFIED CERTIFICATES	\$5.00
DEPARTMENT OF TRANSPORTATION (DOT) PHYSICAL	\$135.00
SCHOOL SPORTS PHYSICAL	\$25.00

Notwithstanding the foregoing, no fee shall be collected for furnishing either a birth or a death certificate to a person, or a member of a family of a person, or a public official who requires the certificate for the following purposes:

(A) To establish the person's age or the dependency of a member of the person's family in connection with:

(1) The person's service in the armed forces of the United States; or

(2) A death pension or disability pension of a person who is serving or has served in the armed forces of the United States;

(B) To establish or to verify the age of a minor presently enrolled in school who desires to secure a work permit.

7. Late Fees. Retail Food Establishments have until February 1, of the following year, to make application for a Retail Food Establishment permit. After February 1, a delinquency fee of double that of the regular fee will be added to the permit fee.


8. Repealing Effect. All provisions of Wayne County Ordinance No. 2014-003 is hereby repealed in its entirety. All other fee schedules, as set out in any other ordinance, and the terms and provisions of any ordinances adopted heretofore which are inconsistent with the terms and provisions of this Ordinance are hereby repealed.


9. Effective Date. This Ordinance shall become effective on its date of adoption.


THE FOREGOING ORDINANCE WAS ORDAINED AND ADOPTED THE 14th DAY OF OCTOBER, 2022, AND IS HEREBY AMENDED TO READ IN THE MANNER SET FORTH IN THE PREVIOUS PAGES [1] THROUGH [7] THIS 14th DAY OF JANUARY 2026.

ALL PRIOR ORDINANCES ADOPTED BY THIS BOARD OF COMMISSIONERS THAT ARE CONTRARY TO THE PROVISIONS HEREINBEFORE SET FORTH ARE HEREBY REPEALED ONLY TO THE EXTENT OF SUCH MATERIAL CONTRARY PROVISIONS.


BOARD OF COMMISSIONERS
OF WAYNE COUNTY, INDIANA

By: 
Jeff Plasterer, President

AND By: 
Brad Dwenger, Vice President

AND By: 
Aaron Roberts

Attest:


Mark Hoelscher,
Wayne County Auditor