

**VIGO COUNTY CODE**  
**CHAPTER 43**  
**AMENDED BOARD OF HEALTH FEE COLLECTION ORDINANCE**

**Amended the 16<sup>th</sup> day of July 2025**

**3-43.1 PURPOSE**

To provide for establishment and collection of fees for services provided by the Vigo County Health Department.

**3-43.2 AUTHORITY**

The Vigo County Board of Health is empowered to establish and collect fees in accord with the following definitions and provisions.

**3-43.3 DEFINITIONS**

Unless otherwise stated, the meaning of the Terms used in this ordinance shall be as follows:

**AUTHORIZED REPRESENTATIVE:** The term “authorized representative” shall mean an agent in principal of the board and health officer as provided in IC 16-1-4-21.

**BOARD:** The term “board” as used herein shall mean the county health officer as provided for in IC 16-1-5-1

**HEALTH OFFICER:** The term “health officer” shall mean the county health officer as provided for in IC-16-1-5-2.

**PERSON:** The term “person” shall mean any individual, partnership, co-partnership, firm, company, corporation or association.

**3-43.4 FEES FOR SERVICES**

A. The Board of Health having jurisdiction may charge a service fee not in excess of the cost for providing to any person the following services:

1. Home Health Care as prescribed within the meaning of Section 1881(o) of the Social Security Act for a Home Health Agency; and as authorized by the State Board of Health, IC 16-1-3-28.
2. For any person health service provided through the Vigo County Health Department including, but not limited to, the Chest Clinic as authorized by IC 16-1-4-24.
3. For services provided by the Vigo County Health Department in providing a copy of a certificate of birth and death and other services, IC 16-1-4-24.
4. For service provided in the inspection of public eating and drinking establishments, retail food markets, itinerant food stands and semi-public food service establishments to obtain a

permit for license, for Food Markets and Eating and Drinking Establishments Ordinances as authorized by IC 18-1-1-5-7 and IC 17-2-22-2.

5. For supervision and inspection of sanitary installations as required by the Vigo County Private Sewage Disposal Ordinance as authorized by IC 17-2-22-3.
  6. For service provided in the Body Art Establishments, by body artist (tattoo), by eyelash extension artist, by body artist (piercer), as required by 410 IAC 16-19-3, 410 IAC 1-8, and Vigo County Body Art and Ear Piercing Ordinance.
- B. The board of health having jurisdiction may charge a fee for rendering services to any person by the tuberculosis clinic. The fees shall be designated in Schedule A attached hereto and incorporated herein.

#### 3-43.5 COLLECTION ACCOUNTING AND DISPOSTION

- A. Collection of fees: The board shall collect such fees established as part of this ordinance in accord with the schedule designated as Schedule A which is attached hereto and made a part hereof.
- B. Accounting for fees: All fees collected by the Board shall be accounted for in detail for each program service area.
- C. Disposition of fees: All fees collected by the board shall be transferred to the Vigo County Health Fund. The monies collected in accord with the provisions of this Ordinance shall be used only for the maintenance or future expansion of the specific program services from which they are derived.
- D. Health services and fees for other county health jurisdictions: Fees collected for health services provided individuals in other county health jurisdictions and involving payment from county tax revenue shall be collected in accord with an agreement pursuant to IC 16-1-4-22, as amended by P.L. 53, Acts of 1974.

#### 3-43.6 REPEALER

- A. All ordinances and parts of ordinances in conflict with this Ordinance are hereby repealed.

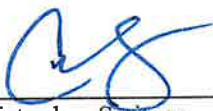
#### 3-43.7 SEVERABILITY CLAUSE

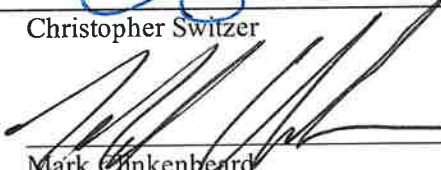
- A. If any section, provision, or part of this ordinance is adjudged invalid or unconstitutional, such as adjudication shall not affect the validity of the ordinance as a whole or any section, provision, or part thereof not adjudged invalid or unconstitutional.

3-43.8 EFFECTIVE DATE

Passed and adopted by the Board of Commissioners of Vigo County, Indiana, on this 29<sup>th</sup> day of July 2025.

**VIGO COUNTY BOARD OF COMMISSIONERS**

  
\_\_\_\_\_  
Christopher Switzer

  
\_\_\_\_\_  
Mark Chinkenbeard

  
\_\_\_\_\_  
Mike Morris

**VIGO COUNTY HEALTH DEPARMENT  
FEE SCHEDULE A**

**Nursing Division**

| Item | Fee (\$) |
|------|----------|
|------|----------|

|                                                |         |
|------------------------------------------------|---------|
| Administration Fee for 1 <sup>st</sup> Vaccine | \$10.00 |
| Each Additional Vaccine                        | \$5.00  |
| TB (Mantoux)                                   | \$20.00 |
| Physical                                       | \$20.00 |
| Sports Physical                                | \$20.00 |
| Adult PE                                       | \$20.00 |

#### On-Site Sewage Disposal

| Item                                                   | Fee (\$)                                       |
|--------------------------------------------------------|------------------------------------------------|
| Septic Permit Fee                                      | \$150.00                                       |
| Holding Tank Permit Fee                                | \$500.00                                       |
| Late Fee                                               | \$200.00                                       |
| Contractor Registration Fee (Jan 1-Dec 31)             | \$50.00                                        |
| Temporary Property Owner Registration Fee              | \$25.00                                        |
| Failure to Submit Holding Tank Documents Fee           | (Good for Term of Construction Permit) \$50.00 |
| Violation of Ordinance 1 <sup>st</sup> Offense Penalty | \$200.00                                       |
| Violation of Ordinance 2 <sup>nd</sup> Offense Penalty | \$500.00                                       |
| Violation of Ordinance 3 <sup>rd</sup> Offense Penalty | \$1000.00                                      |

#### Vital Statistics

| Item                                           | Fee (\$) |
|------------------------------------------------|----------|
| Regular Birth Certificates                     | \$10.00  |
| Regular Death Certificates                     | \$10.00  |
| Veteran's Death Certificate                    | \$0      |
| Veteran's Birth Certificate                    | \$0      |
| Fetal Birth Certificate                        | \$10.00  |
| Fetal Death Certificate                        | \$10.00  |
| Military Use only Birth Certificate            | \$0      |
| Township Trustee Birth Certificate             | \$0      |
| Paternity Affidavit                            | \$20.00  |
| Paternity Affidavit Upon Marriage              | \$20.00  |
| Paternity Affidavit Copy                       | \$10.00  |
| Affidavit of Amendment                         | \$10.00  |
| Birth Certificate Search-Genealogy             | \$10.00  |
| Death Certificate Search-Genealogy             | \$10.00  |
| Family and Children Services Birth Certificate | \$0      |
| Family and Children Services Death Certificate | \$0      |
| Indiana Police Cases-Death Certificate         | \$0      |
| CASA                                           | \$0      |
| Federal Birth Certificate                      | \$0      |
| Prosecuting Attorney Birth Certificate         | \$0      |

#### Vital Statistics

|                                            |     |
|--------------------------------------------|-----|
| Indiana Police Cases-Birth Certificate     | \$0 |
| Replacement of Incorrect Birth Certificate | \$0 |
| Homeless Birth Certificate                 | \$0 |

## RETAIL FOODS

| Item                                      | Qualifier                                           | Fee (\$)           |
|-------------------------------------------|-----------------------------------------------------|--------------------|
| Plan Review                               | All establishments (2 inspections)                  | \$150.00           |
|                                           | Mobile                                              | \$150.00           |
|                                           | Additional Pre-Opening Inspections                  | \$25.00/inspection |
|                                           | Non-Profit                                          | \$0                |
|                                           | Remodel                                             | \$75.00            |
| Temporary Food Permits                    | Indiana Resident (Max \$110.00)                     | \$40.00/day        |
|                                           | Non-Resident (Max \$130.00)                         | \$50.00/day        |
| Retail Food Establishments Annual Permits | 1 thru 15 employees                                 | \$150.00           |
|                                           | 16 or more employees                                | \$200.00           |
|                                           | Caterer Annual Fee                                  | \$50.00            |
|                                           | July-December 1-15 employees                        | \$75.00            |
|                                           | July-December 16 or more employees                  | \$100.00           |
| Non-profit Annual Permit                  |                                                     | \$0                |
| Bed and Breakfast Annual Permit           | 14 rooms or less                                    | \$100.00           |
| Mobile Annual Food Permit                 |                                                     | \$125.00           |
| Farmer's Market Annual Permit             | January 1 to December 31 <sup>st</sup> per location | \$60.00            |
| Micro Market                              |                                                     | \$50.00            |
| Vending Operations                        | Max (\$200.00                                       | \$20.00/machine    |
| Late Fee                                  |                                                     | \$250.00           |
| Operating without a Permit Fee            |                                                     | \$300.00           |

## Recreational Aquatic Facilities

| Item                                               | Fee( \$)               |
|----------------------------------------------------|------------------------|
| Annual Aquatic Facility May 1-April 30             | \$200.00               |
| Seasonal Aquatic Facility May-September 30         | \$150.00               |
| Non-profit                                         | \$0                    |
| Aquatic Facility –Operating without a Valid Permit | \$200.00               |
| Aquatic Facility- Operating during a Closure       | \$200.00               |
| Late Fee                                           | \$150.00               |
| Pool Facility Fine                                 | \$50.00 per occurrence |
| Repeat Inspection Fee                              | \$50.00                |
| Notification of Pool Closure Fine                  | \$25.00                |

|                         |          |
|-------------------------|----------|
| Plan Review Application | \$150.00 |
|-------------------------|----------|

#### Body Art Establishments

| Item                                                                                                         | Fee (\$) |
|--------------------------------------------------------------------------------------------------------------|----------|
| Regular Artist License-Tattoo                                                                                | \$75.00  |
| Temporary Artist License- Tattoo                                                                             | \$50.00  |
| Regular Artist License-Piercing                                                                              | \$75.00  |
| Temporary Artist License-Piercing                                                                            | \$50.00  |
| Eyelash Extension Artist License                                                                             | \$75.00  |
| Guest Artist License (14 Days Max)                                                                           | \$50.00  |
| Body Art Establishment Annual Permit<br>Jan 1-Dec 31                                                         | \$200.00 |
| Body Art Establishment Annual Permit<br>July 1-Dec 31                                                        | \$100.00 |
| Temporary Body Art Establishment Permit<br>Resident                                                          | \$100.00 |
| Temporary Body Art Establishment Permit<br>Non-Resident                                                      | \$200.00 |
| Mobile Unit Body Art Establishment<br>Resident                                                               | \$100.00 |
| Mobile Body Art Establishment<br>Non-Resident                                                                | \$200.00 |
| Operating without a Body Art Establishment<br>permit, artist license or eyelash extension artiste<br>license | \$250.00 |
| Body Art Establishment Late Fee                                                                              | \$300.00 |
| Artist Tattoo License Late Fee                                                                               | \$50.00  |
| Temporary Artist License Late Fee                                                                            | \$25.00  |
| Mobile Plan Review Application                                                                               | \$125.00 |
| Plan Review Application Body Art Establishment                                                               | \$125.00 |
| Violation of Ordinance 1 <sup>st</sup> Offense                                                               | \$75.00  |
| Violation of Ordinance 2 <sup>nd</sup> Offense                                                               | \$150.00 |
| Violation of Ordinance 3 <sup>rd</sup> Offense                                                               | \$250.00 |
|                                                                                                              |          |

#### Other Fee

| Item                           | Fee(\$)      |
|--------------------------------|--------------|
| Record Search Fee (per search) | \$5.00       |
| Copy Fee                       | .10 per page |
| Copy of Rule 410 IAC 7-24      | \$10.00      |
|                                |              |
|                                |              |