

TOWN OF CHARLESTOWN

2026 FEE SCHEDULE

ADMINISTRATIVE FEES

FEE

B & W Copies	\$.25 per page
NSF Check Fee + Bank collection fees	\$ 50
Special Town Board Meeting - Subject to Town Chairman discretion	\$ 350
Special Assessment Letter	\$ 25

ALCOHOL AND TOBACCO LICENSING

Operator License plus background check	\$ 50
Beer Class B Beer & Liquor (Annual July 1 – June 30)	\$ 200
Beer Class B Beer (Annual July 1 - June 30)	\$ 100
Picnic	\$ 10
Late Fee – If not received by due date	\$ 100
Publication Fee	\$ 30
Cigarette/Tobacco Sales License (Annual July 1 – June 30)	\$ 50
Reserve liquor license	\$ 10,000

CEMETERY FEES

Lot - Resident	\$ 450
Lot - Non-Resident	\$ 550
Cremation	\$ 200
Winter Burial	\$ 500.00 to \$ 1500.00
Burial Transfer	\$ 100
Administrative fee – grave marking, headstone marking	\$ 200

ROAD SUPERVISOR ISSUED

Culvert Permit – Private	\$ 150
Culvert Permit – Agricultural/Commercial	\$ 200
Manure Distribution Tank in ROW - 1 time	\$ 150
Manure Distribution Tank in ROW – Annual	\$ 500
Open Cut Fee	\$ 1500
Right-of-Way Utility Work - Residential	\$ 150 per project
Right-of-Way Utility Work – Commercial	\$ 500 per project
Right-of-Way Utility Work – Annual per Utility	\$ 700

REPAIRS TO TOWN ROADS AND RIGHTS-OF-WAYS, SIGNAGE, AND PROPERTY**INCLUDING EQUIPMENT USE**

Labor	\$ 85 per hour
Single Axle Truck	\$ 100 per hour
Tandem Axle Truck	\$ 125 per hour
Payloader	\$ 100 per hour
Grader	\$ 125 per hour
Tractor with Mower	\$ 100 per hour
Materials	Cost plus 25%
Administrative	\$ 50 per billing

CALLS FROM THE CALUMET COUNTY SHERIFF’S DEPARTMENT

Resident, agricultural or commercial for unscheduled road cleanups. Fee to include labor plus equipment used per hour with a minimum charge.	\$ 300 minimum
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