

**BONNEVILLE COUNTY RESOLUTION NO. 23-12**

**A RESOLUTION SETTING THE BONNEVILLE COUNTY SHERIFF'S  
CIVIL GARNISHMENT AND INTERIM RETURN PROCESS FEES**

**WHEREAS**, Idaho Code section 11-729 authorizes the Bonneville County Board of County Commissioners to set by resolution the Bonneville County Sheriff's fees for civil process service for an initial order of garnishment and writ of execution, not to exceed actual costs directly incurred for order of garnishment and writ of execution; and

**WHEREAS**, Idaho Code section 11-729 also allows for the Board of County Commissioners to set an additional lesser fee for making an interim return on a continuing garnishment to show disbursement of moneys held by the Sheriff for return service, including for receiving and paying over money from any money garnishment, and including wage garnishment or financial institution garnishment; and these fees shall be established using criteria determined by the board not to exceed actual costs directly incurred for order of garnishment and writ of execution service; and

**WHEREAS**, the Bonneville County Sheriff reviewed and analyzed actual cost of civil service process and determined that the following fees should be revised to more accurately reflect, but not exceed the actual costs of serving and processing wage and bank garnishments, and interim returns:

1. For serving a writ of execution of wage or financial institution garnishment when service is allowed by mail pursuant to Idaho Law, including a return of service. \$45.00
2. For serving of writ of execution of wage or financial institution garnishment by personal service including a return of service. \$45.00
3. For copy of and making an interim return on any document to show disbursement of monies held by the Sheriff, in addition to the return of service included in all service fees. \$12.00

**WHEREAS**, Idaho Code section 11-729 requires the Board of County Commissioners to annually publish on the county website the criteria used to establish an order of garnishment and writ of execution total fee and the value of each criterion's proportionate share of the total fee: the accompanying Sheriff's addendums provide criteria and the value of each criterion's proportionate share of the total fee and are represented by:

Wage or Financial Institution Garnishment Served by Mail


Wage or Financial Institution Garnishment by Personal


Service Interim Return

**IT IS HEREBY RESOLVED** by the Bonneville County Board of County Commissioners that the Sheriff's civil process service fees for wage and bank garnishment and interim returns shall be effective: October 1, 2023.

**APPROVED AND ADOPTED** this 31<sup>st</sup> day of August, 2023.


BOARD OF BONNEVILLE COUNTY COMMISSIONERS

  
\_\_\_\_\_  
Roger S. Christensen, Chairman

  
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Jonathan D. Walker, Member

  
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Bryon L. Reed, Member

Attest:

  
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Penny Manning, County Clerk



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To comply with Idaho Code Section 11-729 Sheriff Samuel M. Hulse provides in the attached addendums, criterion and criterion proportionate share of actual cost for garnishment and interim return process directly incurred for order of garnishment and writ of execution service.

**Transparent Fee Schedule**

**Mail wage Garnishment – (Based on 3 month)**

Enter/process garnishment – 20 minutes  
Certified mail garnishments – additional 7 minutes  
Answer and interrogatories – 5 minutes  
Payments received bi-weekly processed – 5 minutes x 6 times = 30 minutes  
Final payment / send release to employer – 5 minutes  
Status checks with employer – twice for life of garnishment - 10 minutes  
Final Checkwriter / return of service – 25 minutes

Total 102 minutes (1.7 hours) X average civilian wage/benefits (\$32.25/hour) = \$54.83

Plus added supply and office costs - \$9525.95 Budgeted for supplies, copier costs / 7701 total papers processed for 2022 = 1.23 per paper

Total = 56.06

Fee = \$45.00

If returned and needs personal service the added \$35.00 service fee.

**Bank Garnishment**

Enter/process garnishment – 20 minutes  
Answer and interrogatories – 5 minutes  
Payment prep. 5 minutes  
Final Checkwriter / return of service – 25 minutes

Total 55 minutes (.92 hours) x average civilian wage/benefits (\$32.25/hour) = \$29.56

Plus Deputy Service - **Certified Deputy** hand delivers the garnishment. This includes 2023 IRS Mileage & Reimbursement Rates **\$0.65.5/mile at 3.5 miles.** = \$2.30 – Banks in Ammon from Office

**Deputy drive time and time to serve along with documentation 20 minutes. Certified Deputy Wages \$43.81 = .33 x 43.81 = \$14.60**

Plus added supply and office costs - \$9525.95 Budgeted for supplies, copier costs / 7701 total papers processed for 2022 = 1.23 per paper

(Additional cost for supervision, vehicle buildout and equipment, and cost of Deputy gear and training not added in)

Total = 56.05

Fee = \$45.00

**Interim fee –**

Process and send/checks – 12 minutes x 2 per month = 24 minutes

24 minutes (.40 hours) x average civilian wage/benefits (\$32.25/hour) = \$12.90

Supplies, supervision, postage and other related costs not figured.

Total \$12.90

Fee \$12.00