



# REGISTER OF DEEDS ANNUAL REPORT 2017

Patty Niepoth  
231-533-6683  
P.O Box 376  
Bellaire, MI 49615  
[niepothp@antrimcounty.org](mailto:niepothp@antrimcounty.org)



# AGENDA

Introduction

Office Staff

Register of Deeds Mission Statement

Duties and Responsibilities

Year Summary

Statistics

Goals for 2018

# INTRODUCTION

## Bio

- 31 years with Antrim County Register of Deeds Office
- Certified County Officer (CCO)
- Master Certified County Officer (MCCO)
- MCAO Assessor (Level 2)
- Associations:
  - Michigan Association of Register of Deeds (MARD)
  - United County Officers Association (UCOA)
  - Property Records Industry Association (PRIA)
  - Michigan Land Title Association (MLTA)
  - International Association of Government Officials (IAGO)
  - National Association of County Recorders, Election Officers & Clerks (NACRC)

# OFFICE STAFF

## Staff

- Patty Niepoth- Register of Deeds
- Sally Freeman- Chief Deputy
- Stacy Belanger- Clerk II
- Part-Time Support Staff

# MISSION STATEMENT FOR THE ANTRIM COUNTY REGISTER OF DEEDS

Provide timely, secure and accurate services that are delivered in a prompt and courteous manner

# REGISTER OF DEEDS DUTIES

Duties are prescribed by state law.

Official recording office for all legal documents affecting real and personal property. Ex: warranty deeds, quit claim deeds, administrator deeds, tax and sheriff deeds, mortgages, assignments, discharges, liens, leases and court documents.

Recordings are performed daily.

Each document is individually checked to be sure that it meets requirements based on state statutes.

Documents are date and timed stamped in when they are received.

# REGISTER OF DEEDS DUTIES (CONT.)

Each document is numbered consecutively and properly indexed so that the public as well as the businesses that we service such as title searchers and surveyors can easily find documents.

Proof of ownership is established according to the records of the Register of Deeds.

# YEAR SUMMARY

Recorded 9,886 documents.

Images 34,275 (scanned pages).

Continue recording documents from Treasurers Office electronically.

Used two e-file companies Simplifile and EPN

- 714 electronic documents were recorded in 2017.
- 7% of documents were e-recorded in 2017.

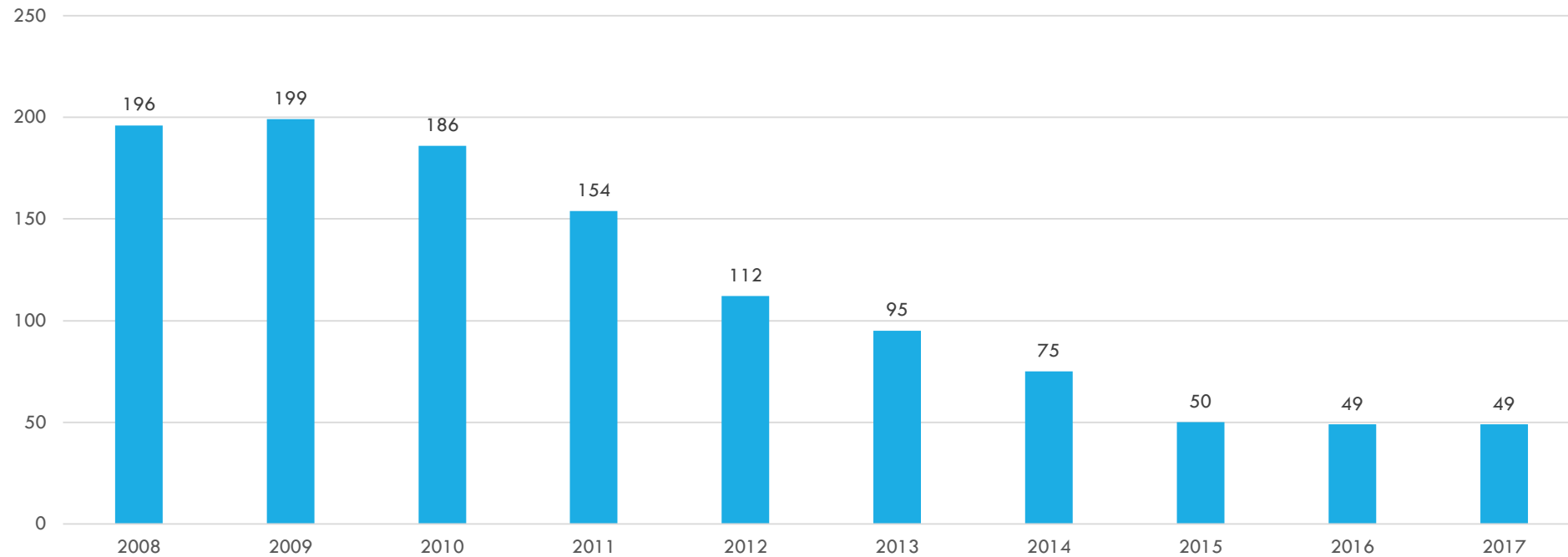


# STATISTICS: REVENUE

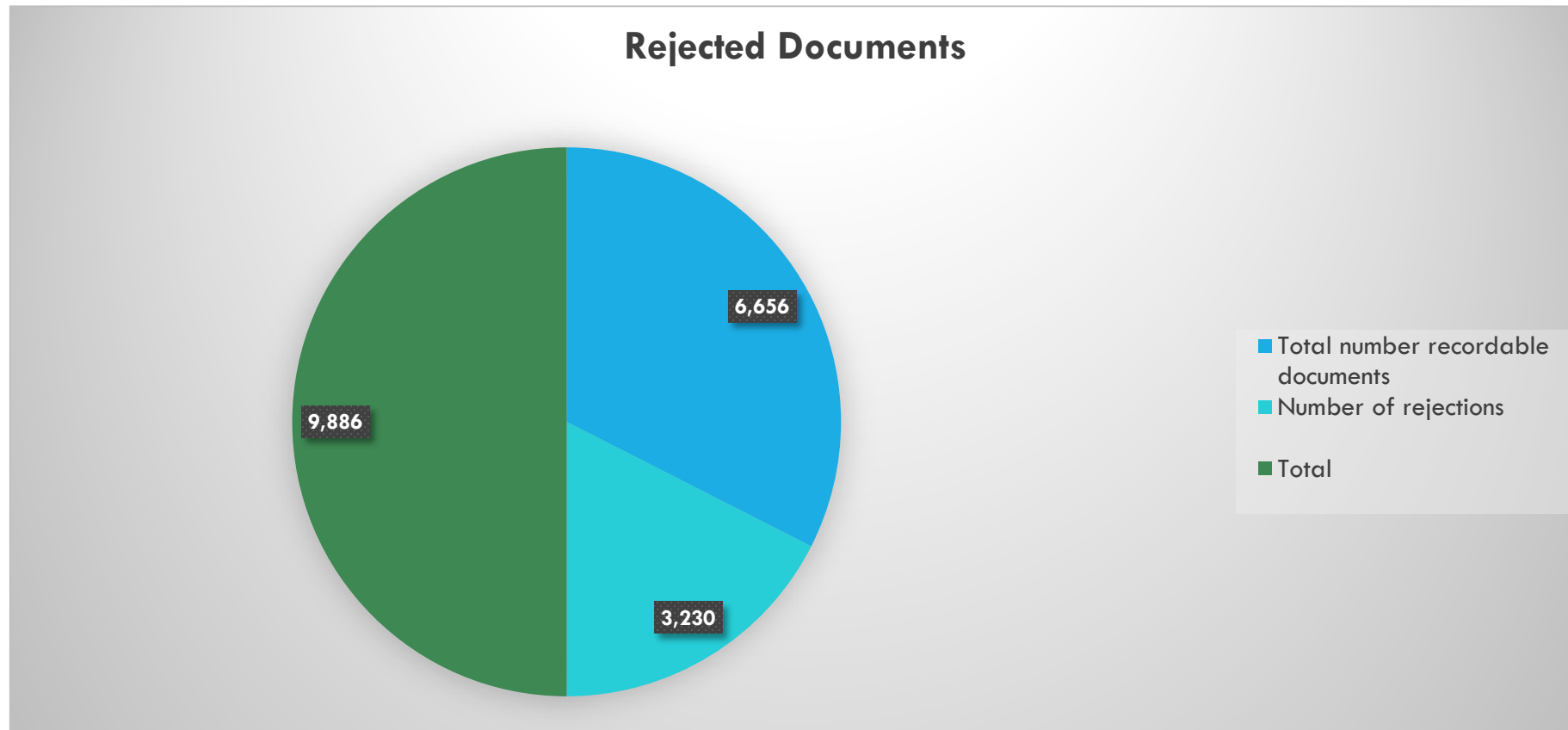
	2014	2015	2016	2017
*Transfer Tax County	152,739.95	173,891.85	200,140.60	206,775.80
Transfer Tax State	977,268.75	1,143,986.24	1,329,123.75	1,387,923.75
*Recordings	153,738.00	150,511.00	133,232.00	230,217.00
*Searches	65.00	55.00	20.00	0.00
*Copies	35,314.00	25,289.00	21,020.00	15,570.00
*Laredo Copy Fund		3,655.00	15,347.00	19,839.00
*Revenue Online Usage Laredo		1,560.00	5,961.25	8,372.00
MSSR-State	26,193.12	28,696.84	30,578.34	33,852.48
*MSSR-County	398.88	437.16	465.66	515.52
*Tax Certification	1,382.00	4,889.00	7,480.00	7,725.00
<b>Totals</b>	<b>1,347,099.70</b>	<b>1,532,971.09</b>	<b>1,743,368.60</b>	<b>1,910,790.55</b>
<b><u>Antrim County Net Activity</u></b>				
Automation fund	47,085.00	51,365.00	49,335.00	49,395.00
<b>*Monies Deposited in Antrim County</b>	<b>344,287.82</b>	<b>360,676.01</b>	<b>383,666.51</b>	<b>481,014.32</b>

# STATISTICS: SHERIFF DEEDS

Sheriff Deeds 2008 to 2017



# STATISTICS: REJECTED DOCUMENTS



# GOALS FOR 2018

Accept credit/debit cards for payments.

Working on establishing more electronic e-filing services.

Continue to move forward with back indexing and scanning.

Continue to provide excellent customer service.

Continue to build strong working relationships.