

Register of Deeds Annual Report 2018

Patty Niepoth

231-533-6683

P.O. Box 376

Bellaire, MI 49615

niepothp@antrimcounty.org

RECORD OF
MORTGAGES

LIBER D

ANTRIM
COUNTY

Agenda

- Introduction
- Office Staff
- Register of Deeds Mission Statement
- Duties and Responsibilities
- Year Summary
- Statistics
- Goals for 2019

Introduction

- Bio

- 32 years with Antrim County Register of Deeds Office
- Certified County Officer (CCO)
- Master Certified County Officer (MCCO)
- MCAO Assessor (Level 2)
- Electronic Recording Commission 2018-2021 (ERC)
- 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.)

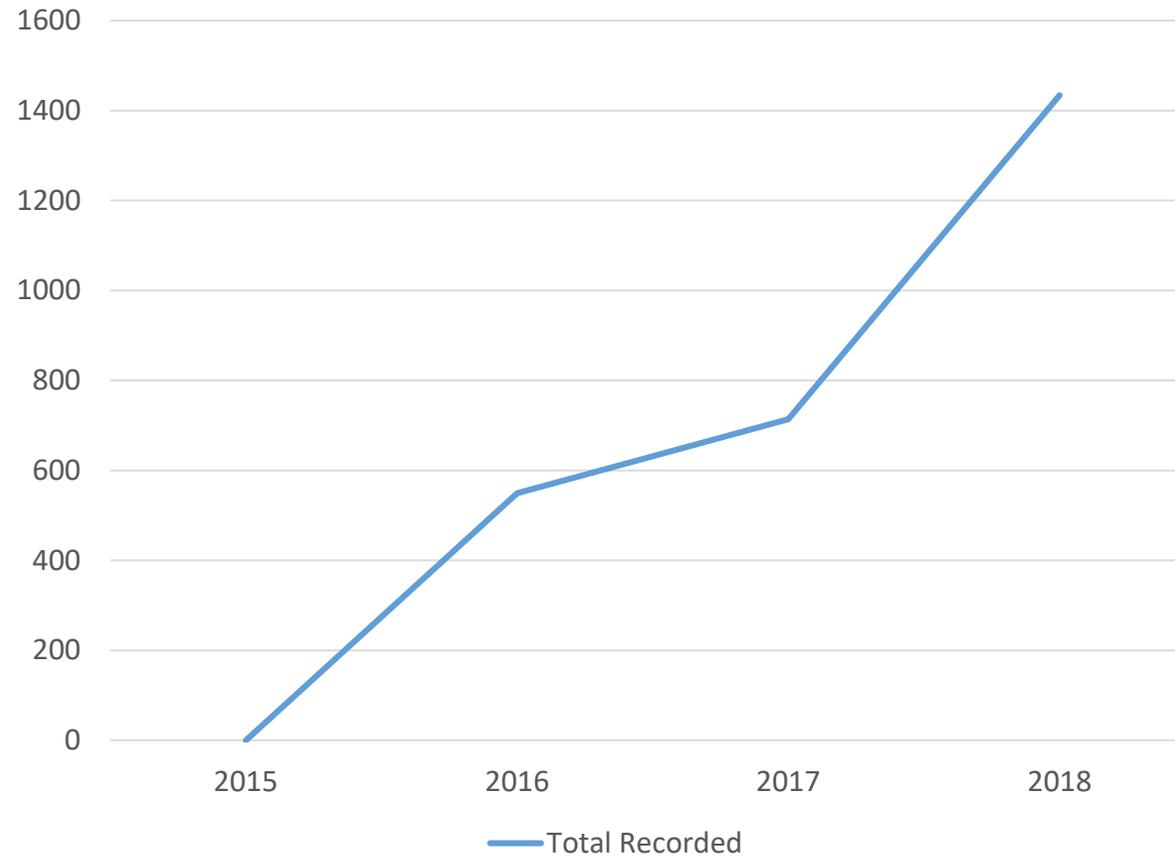
- Each document is numbered consecutively and properly indexed so that the public as well as the businesses that we service such as title searchers and surveyors can easily find documents.
- Proof of ownership is established according to the records of the Register of Deeds.

Year Summary

- Recorded 9,673 documents.
- Images 49,239 (scanned pages).
- Continue recording documents from Treasurers Office electronically.
- State now mandates all Surveys be registered.
- Used two e-file companies Simplifile and EPN
 - 1,434 electronic documents were recorded in 2018.

Statistics: E-Recordings

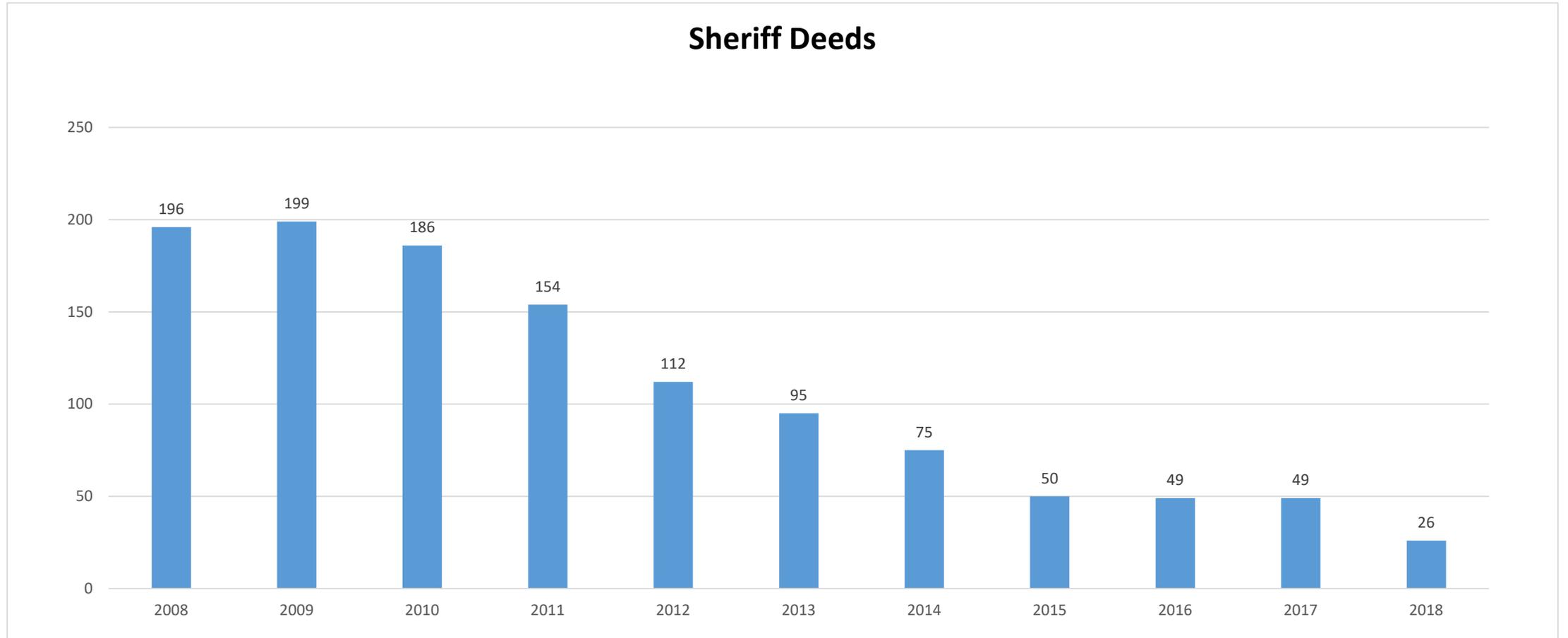
- 2015: 0
- 2016: 549
- 2017: 714
- 2018: 1434



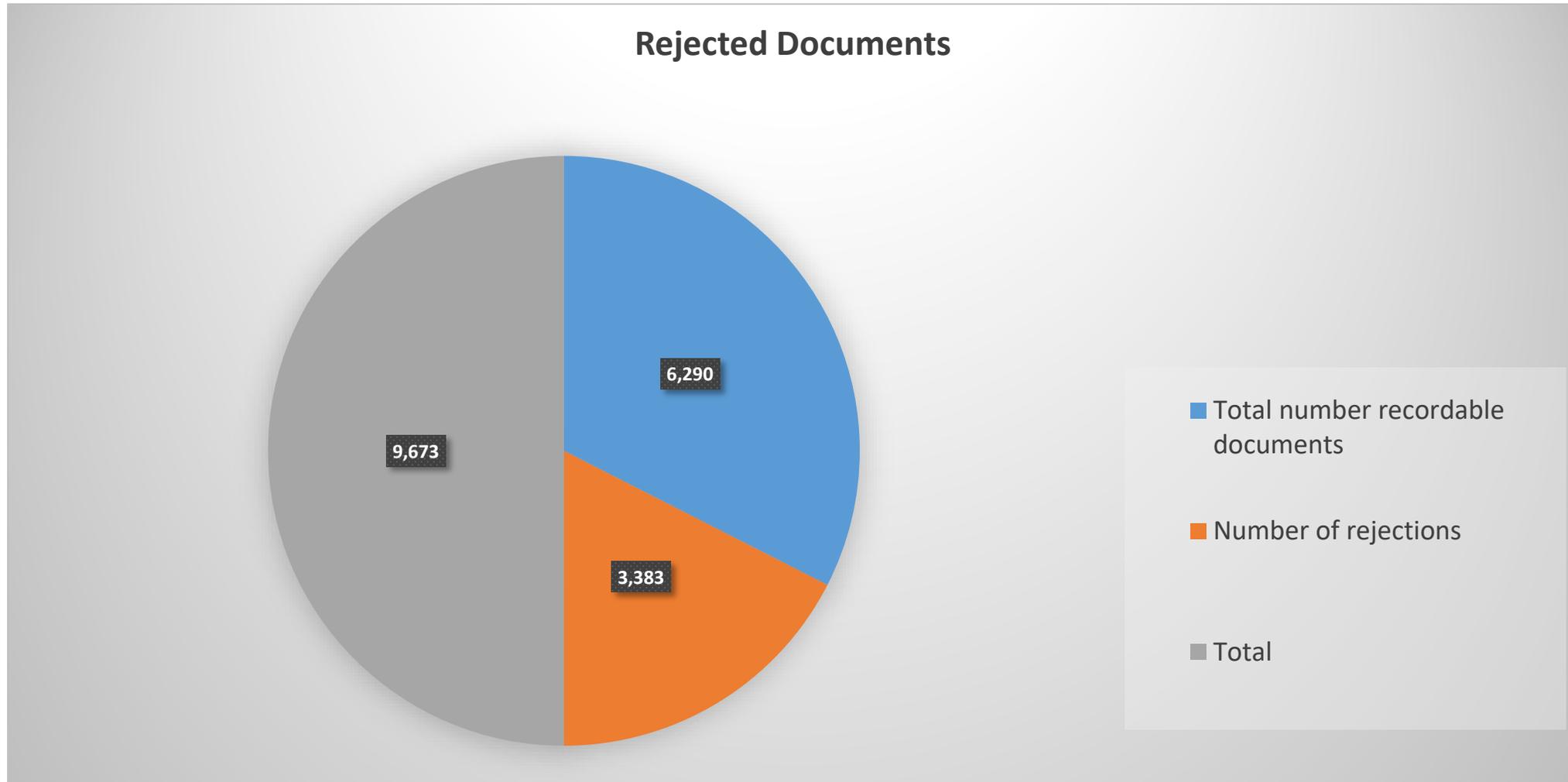
Statistics: Revenue

	2016	2017	2018
*Transfer Tax County	200,140.60	206,775.80	200,230.80
Transfer Tax State	1,329,123.75	1,387,923.75	1,316,441.25
*Recordings	133,232.00	230,217.00	209,813.00
*Copies	21,040.00	15,570.00	15,690.00
*Laredo Copy Fund	15,347.00	19,839.00	25,270.00
*Revenue Online Usage Laredo	5,961.25	8,372.00	10,668.15
MSSR-State	30,578.34	33,852.48	31,980.98
*MSSR-County	465.66	515.52	487.02
*Tax Certification	7,480.00	7,725.00	7,585.00
Totals	1,743,368.60	1,910,790.55	1,818,166.20
Antrim County Net Activity			
Automation Fund	49,335.00	49,395.00	48,365.00
*Monies Deposited in Antrim County	383,666.51	481,014.32	469,743.97

Statistics: Sheriff Deeds



Statistics: Rejected Documents



Goals for 2019

- Continue to 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.
- Continue to provide 24/7 access to recorded documents electronically.