

Land Information Committee Meeting Minutes
County Board Room, Vernon County Courthouse

February 12, 2013

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| Members Present: | Will Beitlich, Chair Eric Evenstad Konna Spaeth | Jim Servais Rachel Hanson Matt Dahlen | Francis Hynek Paul Krahn Susan Burkhamer | Don Subera Jessica Sandry Hugh Harper |
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Others in Attendance: Doug Avoles – LIO, Greg Lunde – Corporation Counsel

1. **Call to Order:** The meeting was called to order by Chair Beitlich at 9:30 a.m.
2. **Public Notice Affirmation:** Avoles confirmed proper notice and posting.
3. **1st Opportunity for Public Comment (Limited to 5 minutes per visitor):** none.
4. **Review Proceedings of Previous Meeting:** Minutes from the December 4th, 2012 meeting were presented and reviewed. **Motion by Hynek/Subera to approve. Motion carried.**
5. **Review and Approve Vouchers for Payment:** Beitlich read the listing of vouchers, manual checks, and journal entries totaling **\$5,400.68** approved by Beitlich in January and **\$5,177.88** for February. **Motion by Evenstad/Servais to approve. Motion carried.**
6. **Reports from Staff:**
 - **Treasurer's Report:** Hanson distributed a report for the land information pool account. The report indicates an account balance of **\$93,545.32**. The report also lists committed funds of **\$1,290.28** for public access projects.
 - **ROD Report:** Spaeth distributed a report of document recordings for the year to date. There were **503** documents recorded in January, which is up significantly from the previous two January totals. This amounted to **\$3,018** in revenue for WLIP Retained Fees and **\$1,006** in revenue for the WLIP Public Access funds. On the report Spaeth also included a listing of monthly documents recorded in 2011 and 2012. In 2011 there were a total of 5647 documents recorded and in 2012 there were a total of 6254 documents recorded. Spaeth also distributed a report of the revenue and expense totals for the Public Access funds by month for 2012 with a second page showing the revenue for January and a total ending balance of **\$2,296.28**.
 - **RPL Report:** Dahlen reported that he has all of the assessment work rolls out to the assessors already and that full revaluations were being done this year in the Town of Hillsboro, Village of Chaseburg, and the Village of LaFarge. Dahlen commented that he believed this year all of the assessors would be submitting their data electronically which is a huge time saver for him and changing the turnaround for a municipality's information from one to several days down to several hours. A lot of other information needed by the assessors is being exchanged electronically as well. This year only 8 of the 33 municipalities requested a hard copy printout of the assessment roll workbook. The remaining 25 wanted the roll workbooks in pdf format. Also instead of cutting CD's to distribute this information, all but 1 made use of ftp or email to obtain this information which is another cost and time savings to the county. Dahlen explained that 15 of the assessors are also using an ArcReader map data package that the county has provided on their computers to assist them in the field with parcel boundaries and acreage calculations. Dahlen also reported that the Real Property Listers are now working more closely with the WI Department of Revenue to improve the overall assessment information process and information needs so that unnecessary assessment related expenses are reduced or avoided in the future. Dahlen also stated that there is a RPL Board of Directors meeting on March 22 in Stevens Point that he will be attending.
 - **Zoning Report:** Burkhamer reported that she has been busy working on flood plain information distribution. Following the County's adoption of the new FEMA FIRM maps last fall the banks/lending institutions have 60 days to update their files. Therefore people who are receiving flood insurance bills from the bank have been calling to get more information. Burkhamer stated that the new maps have been a great help with answering peoples questions and providing them with the information that they need. She also stated that she has been working a little with the LWCD on some of the buyout situations below the Runge Hollow dam.
 - **LIO Report:** (the LIO report is covered by Agenda Item 7 below)

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- LWCD Report: Krahn reported that LWCD is looking at having 3 work study students come in as interns over the summer and the plan is to have one work with Land Information to help with GIS data development.
- Dispatch: not present.

7. **Status Report & Open Discussion on Current/Future Land Information Projects/Issues:** Avoles reported on the status of several projects he has been working on and led a general discussion on several land information related items:

- Handed out and explained a draft of the Land Information Officers Network (LION) Legislative Proposal that addressed WLIP Base Budget & Training and Education Grants and the \$5 Redaction Fee Sunset. LION supports changes to the statutes that would return WLIP funding that has been directed to comprehensive planning for several years back into the WLIP to allow for the increase of Base Budget Grants from \$50,000 to \$100,000; and to increase the Training and Education Grants from \$300 to \$1,000. LION supports removing the 2015 sunset for the \$5 portion of the recording fee currently in place to be used for the redaction of social security numbers from recorded documents, and investing the revenue back into the WLIP. LION is proposing that \$1 would go back to the WLIP to help fund the Base Budget & Training Grants and \$4 would stay with the county to help fund county land information projects directed by County Land Information Councils under a County's Land Record Modernization Plan.
- Reported that in 2012 approximately 109 PLS corners were remonumented and that the PLS remonumentation project in the Town of Hamburg is progressing and several tie sheets are currently being reviewed.
- Explained the recent finding of original PLS corner evidence found by RLS - Jay Adams that supersedes a previously set corner location. He displayed pictures of a "rock with a hole" used as a tie to the original corner documented by William Knower the County Surveyor back in the late 1800's and early 1900's. Avoles wanted to share this with the Council because it is an excellent example of what the surveyors may run into and to give Jay Adams some kudos for his attention to detail in recognizing the evidence in the field.
- Showed the extent of PLS remonumentation that has been completed in the county using the GIS map. Several detail areas were looked at to show areas still needing significant remonumentation work. Sandry further explained the background regarding the potential corner issues in the Towns of Liberty and Kickapoo and stated that this area needs to be worked on as a project versus being done in a piecemeal fashion because of the way Knower had to resurvey the original government survey.
- Showed the extent of parcel mapping that has been completed across the county using the GIS map. Reviewed in detailed the status of parcel mapping work in the City of Viroqua and explained some property and annexation issues that have been discovered during the mapping process.
- Reported that the new GIS server has been set-up and is on the County network and ArcGIS Server version 10.1 has been installed on it. Also the 2 computers and the GIS software upgrades from the Ho-Chunk funding request have been ordered.
- Gave a slide show presentation on how the various GIS hardware and software components interact with each other and set-up on the County network. Explained that the Computer Department would be relied on to set up the ArcGIS Server Web Adapter component and communications through the county firewall for serving of GIS base map applications out to the public over the internet. Explained that the ArcGIS Server allows us to maintain and manage versioned geodatabases which allows multiple users to edit the same data at the same time. It also allows us to build and create map services that are used in GIS based web map applications. Explained the functionality and licensing levels of the GIS software that the County uses.
- Dahlen asked how much PLS bounty funding was left and if we may be able to do another remonumentation project this spring or early summer. Avoles estimated that we still have about \$27,000 plus or minus available left this year. We could do a smaller project or two this year. This led to a lengthy discussion regarding PLS issues that may need to be resolved in the Town of Liberty, benefits of a county surveyor, the bounty program, and PLS projects. Harper and Hanson expressed that next year we should focus more on projects versus the bounty program. Avoles stated that his preference would be to not have a bounty program and do all county remonumentation work as projects. Sandry offered to gather more information on county surveyors and bring it back to the

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county and possibly see if we could get a county surveyor to come in and give us an informational presentation.

8. **2nd Opportunity for Public Comment (Limited to 5 minutes per visitor):** none.
9. **Other Business/Reports from Committee Members:** Beitlich announced that Jim Servais has been appointed the Vice Chair of the Council.
10. **Review Unfinished Business, Prioritize, and Confirm Assignments:** Sandry will gather more information about county surveyors and bring to a future Council meeting.
11. **Confirm Next Meeting Date:** The next meeting date was scheduled for Tuesday, March 12th at 9:30 am in the Vernon County Board Room. In case the March meeting is cancelled, Tuesday, April 9th at 9:30 am was also scheduled.
12. **Adjourn: Motion to adjourn at 11:26 am by Subera/Servais. Motion carried.**

Minutes Respectfully Submitted by: Doug Avoles