

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

April 2, 2013

Members Present:	Will Beitlich, Chair Eric Evenstad Matt Dahlen	Jim Servais Rachel Hanson Hugh Harper	Francis Hynek Paul Krahn Bruce Olson	Don Subera Jessica Sandry
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Others in Attendance: Doug Avoles – LIO, Greg Lunde (10:05) – 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 February 12, 2013 meeting were presented and reviewed. **Motion by Hynek/Servais to approve. Motion carried.**
5. **Review and Approve Vouchers for Payment:** Beitlich read the listing of vouchers, manual checks, and journal entries totaling **\$6,313.61**. **Motion by Subera/Hynek to approve. Motion carried.**
6. **Reports from Staff:**
 - **Treasurer's Report:** Hanson reported that after the expenses that were just approved we have **\$47,578.01** in the land information pool account. She also stated that there is a balance of **\$3,818.28** for public access committed funds.
 - **ROD Report:** Spaeth was not able to attend, will bring report on year to date recordings to next meeting.
 - **RPL Report:** Dahlen reported that assessment rolls are coming in fast and furious. He attended a meeting of the Property Listers a couple of weeks ago in Stevens Point, which included participation by the WI Dept. of Revenue (DOR). The meeting had a lot of good discussion. Some of the items discussed included creation of a standardized notice of assessment form so everyone is using the same notice across the state; previous plans to only send notices for valuation changes more than \$500 have been scrapped, and the current practice to send notices for all valuation changes will continue; and a change to a new standardized parcel number yet to be fully developed by DOR, DOR is planning to have this mandated when a county changes tax computer systems and the new number is different from the WLIP parcel number standard.
 - **Zoning Report:** not present.
 - **LIO Report:** Avoles reported the Computer Department was successfully able to complete the ArcGIS Web Adapter install and configuration a week ago and now he is ready to move forward with more GIS based web map development. He stated that he had spent several hours working with our computer staff on this. He also stated that he found out that the 3 to 4 other counties in the State that have implemented this component also struggled to get it set-up and configured properly. He also reported that his new computer purchased with the Ho-Chunk funds has been delivered and he will be spending a day or two getting the ArcGIS software installed and everything up and running. Avoles also stated that he is continuing to work on the City of Viroqua parcel mapping project but only getting about 2 days per week to focus on it. Avoles also indicated that he will be working on the WLIP Annual Report and Survey which is due May 1st to the WI Dept. of Administration. Avoles stated that the Spring WLIA Spring Regional meeting is May 15-16th in Wausau and that he plans to attend. He commented that he is starting to work 4 days per week this week, as he has done in past years, and will be working longer hours on those 4 days with Friday's typically being his day out. Finally, Avoles shared that the WI Legislative Reference Bureau group that had developed the GIS based tools for the Redistricting process, had also recently developed a GIS tool for improving the spatial accuracy of and submitting of minor civil division information to the Census Bureau Boundary and Annexation Survey (BAS). This tool allowed him to complete in about 3 hours what would have taken about 3 weeks to complete in the old red & purple pencil and hardcopy map days.
 - **LWCD Report:** Nothing to report.
 - **Dispatch:** Nothing to report except for item number 9 on the agenda.

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7. **Resolution of Support for Parcel & PLS Remonumentation Initiative in WI Biennial Budget:** Avoles distributed some background information and explained in detail the potential WLIP funding that may result from the digital parcel mapping initiative included in AB40 (WI budget bill). Essentially the intent of the initiative is to keep the \$30 document recording fee in place instead of reducing it to \$25 with the 2014 scheduled sunset of the social security number redaction projects underway in County Register of Deeds Offices. Starting in 2015 the \$5 portion of the fee would then be allocated for digital parcel mapping and related PLS remonumentation work to allow for the completion of a statewide digital parcel map that would provide benefits to business and a wide variety of state and local government related operations. Avoles also distributed a draft resolution to discuss and possibly send to the County Board. The resolution supports both the digital parcel map budget initiative and a statutory increase in the WLIP base budget grant eligibility amount to \$100,000 (current eligibility amount is \$50,000) using existing WLIP funding that has been reallocated to WI Comprehensive Planning Grants since 2001 and also recently lapse to the State Budget for non-WLIP uses. The Council discussed key items of the resolution and made a couple of minor changes to wording related to the reallocation of the \$5 through a new or existing grant mechanism; and/or increase in retained fees; or a formula based mechanism. **Motion by Subera/Harper to Forward the Resolution of Support on to the County Board. Motion Carried.**
8. **Proposed PLS Coordinate Update Project:** Avoles described a coordinate issue for about 12 PLS corners on the Vernon/Richland County boundary near the border between the Towns of Union and Greenwood that were originally determined by one surveyor in 2005 that appear to have about a 0.9' systematic coordinate difference from some recent coordinate observations identified by Jay Adams in Vernon and Richland Counties. Avoles explained that there may have been an issue with the base control point(s) that was/were used at that time to determine coordinates since the WI DOT Height Modernization geodetic control network was not in place yet in 2005. Avoles wanted to know if the Council wanted to pursue a special project to update the coordinate values for these PLS corners. Harper commented that these types of issues would normally be addressed by a County Surveyor and that they will continue to come up as we are perfecting the PLS corners throughout the county. Sandry asked if we were currently working on mapping in this area and commented that it probably would be better to wait until we have a remonumentation project in that area. The Council decided that it would be better to wait until a potential PLS remonumentation project was done in the area and then to include coordinate updates for these corners.
9. **Discussion on Private Road Naming and Related Address Issues:** Olson explained that there have been some issues relating to addressing and naming of private roads and that he wanted to make the Council aware of the need to consider some updates to the County's addressing ordinance. The specific issue that keeps coming up relates to residential subdivisions popping up with a private road serving the new houses and lots. The current ordinance calls for structures to be addressed off of the public road and the standard practice has been to require address two signs, one at the structure and one at the point where the private road meets the public road. In many cases this is causing problems with address number sequence and with available address numbers stretches of public roads. Olson stated that he had reviewed state statutes regarding the authority to name private roads and had received information from counties throughout the state about their addressing and road naming ordinances. Olson would like the Council to consider making some changes to the County ordinance that would establish criteria for, and allow the County to name private roads. Avoles displayed a map of a specific example where this issue is currently occurring. Using this example Olson explained in further detail the problems encountered and how the subdivision situation is different than just a couple houses being served by a private road. The Council briefly discussed the issue of payment for address and road signs. Beitlich asked if a specific amendment to the existing ordinance has been developed. Olson explained that at this time the intent of the agenda item was to have an initial discussion with the Council and get some direction before proceeding with the drafting of specifics.
10. **Distribute/Discuss Information Gathered Regarding County Surveyors:** As directed at previous Land Information Council meetings, Sandry had gathered some information regarding County Surveyors. She has been in contact with Bryan Meyer, the La Crosse County Surveyor and the Vice President of the Wisconsin County Surveyors Association. Sandry explained that she had attended a Wisconsin County Surveyors Association Board of Directors meeting on March 8th and made a general request for some more information from County Surveyors. Bryan Meyer has offered to come to Vernon County and present more information about County Surveyors at the June meeting. She also brought a copy of the Wisconsin County Surveyors Handbook for the county to keep in the Land Information Office. Sandry distributed a packet of information of what she had gathered. She also compiled all of the information that and the handbook into a pdf file and provided that to Avoles for storage on the county network and distribution in digital format to anyone interested. The Council agreed that it would be good to have

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Bryan Meyer come and give a presentation about County Surveyors in June. Sandry asked that everyone review the information that was distributed before the May Land Information Council meeting and let her know if there were specific questions that we would like Bryan to address at the June meeting.

11. **2nd Opportunity for Public Comment (Limited to 5 minutes per visitor):** none.
12. **Other Business/Reports from Committee Members:** none.
13. **Review Unfinished Business, Prioritize, and Confirm Assignments:** WLIA meeting May 15th; WLIP Funding Support Resolution to County Board; Continue to work on recommended updates to County Addressing Ordinance; make note of coordinate issues on pertinent PLS tie sheets.
14. **Confirm Next Meeting Date:** The next meeting date was scheduled for Tuesday, May 14th at 9:30 am in the Vernon County Board Room. The June meeting was also schedule for Tuesday, June 11th at 9:30 am.
15. **Adjourn: Motion to adjourn at 11:34 am by Subera/Evenstad. Motion carried.**

Minutes Respectfully Submitted by: Doug Avoles