

Official Copy – Approved at June 11th, 2013 Meeting
Land Information Committee Meeting Minutes
County Board Room, Vernon County Courthouse

May 14, 2013

Members Present:	Jim Servais, Vice-Chair Rachel Hanson Jessica Sandry	Francis Hynek Hugh Harper Matt Dahlen	Eric Evenstad Konna Spaeth
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Others in Attendance: Doug Avoles – LIO, Greg Fauerbach – Land Surveyor

1. **Call to Order:** The meeting was called to order by Vice-Chair Servais at 9:35 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 April 2, 2013 meeting were presented and reviewed. **Motion by Hynek/Harper to approve. Motion carried.**
5. **Review and Approve Vouchers for Payment:** Servais read the listing of vouchers, manual checks, and journal entries totaling **\$3,499.42**. **Motion by Hynek/Dahlen to approve. Motion carried.**
6. **Reports from Staff:**
 - **Treasurer's Report:** Hanson reported that after the April expenses we have **\$56,599.83** in the land information pool account. She also stated that there is a balance of **\$4,002.28** for public access committed funds. Hanson also provided a listing of Ho-Chunk Nation funds allocated for Land Information. A total of **\$15,000** for aerial photography has been set aside since 2010. Out of the 2013 allocation of **\$25,000** there is **\$6,068** remaining for the year, and out of the **\$7,800** allocated for GIS software upgrades and computers there is **\$214.50** remaining. **Motion by Harper/Hynek to approve. Motion carried.**
 - **ROD Report:** Spaeth reported that there were 382 documents recorded in March resulting in **\$764** being sent in to the State, **\$2,292** of retained fee revenue, and **\$764** of public access revenue; and that there were 468 documents recorded in April resulting in **\$936** being sent to the State, **\$2,808** of retained fee revenue, and **\$936** of public access revenue. **Motion by Evenstad/Harper to approve. Motion carried.**
 - **RPL Report:** Dahlen reported that he has received assessment rolls from 25 towns already with 8 to go. Open Books are starting around the county. Dahlen stated that he has put a schedule of the Open Books and Board or Reviews times and dates out on the County website. Harper asked if he published the rolls on the website. Dahlen stated that he has not done that as of yet, but that he would look into doing that. He also commented that he has been checking plats of surveys for closure as they come in to try and catch any typos or issues before a parcel is recorded using the survey. **Motion by Harper/ Evenstad to approve. Motion carried.**
 - **Zoning Report:** Hynek gave a brief report stating that they had their Zoning Committee meeting this morning and issues regarding Battle Island and below Duck Egg were discussed. He also commented that Burkhamer had explained that her workload was down compared to last year at this time basically due to the weather and that she expected it to pick up as get into summer.
 - **LWCD Report:** not present.
 - **Dispatch:** not present.
 - **LIO Report:** Avoles reported that yesterday Wojahn and he had interviewed several potential summer student interns for GIS and LWCD and that it appears that we have 3 potential candidates that we will be making final arrangements with in the next week or so. Hynek asked how they were funded. Avoles explained that they were funded through a combination of several Land Conservation program funds and possibly work study funds from the respective schools. Avoles also reported that he has completed the Annual WLIP Survey for the County (f.k.a. the "Romona Survey") which is required for participation in the WLIP. He passed around a couple of printouts from the on-line survey page showing how various land information development status maps could be accessed. Avoles also explained that he will be completing the required WLIP Retained Fee/Grant Report for 2012 which is due June 30th and will bring it to the next meeting. He commented that the annual survey and the report are used by WI DOA to prepare the WLIP Annual Report for the State. Avoles

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further reported that Evenstad and he had watched a webinar kicking off the 2015 WROC digital orthophotography project. The webinar provided price structures for the various resolution options and indicated that the county needed to submit a letter of intent to the vendors (i.e. Ayres/Aerometric) by Nov. 1 of this year if we plan to participate in the project. For Vernon County the “not to exceed” price for the same resolution (i.e. 12 in ground pixel) as the 2010 project would be approximately **\$53,000**. Avoles also briefed the Council on other details of the project presented in the webinar. Hynek asked how long the county has participated in these aerial photo projects. Avoles commented that we participated in 1995, 2005, and 2010. Avoles also reported that he would be attending the WLIA Regional meeting in Wausau over the next couple of days. He passed around a printout of the meeting agenda and presentation topics for the Council members to review. Avoles further commented that he thought the WLIP funding proposals in the State Budget were getting some notice. He passed around some letters/reports that were emailed to the LIO’s indicating support of the continuation of the \$5 portion of the document recording fee (currently used for the redaction of social security numbers) to help fund parcel mapping and remonumentation efforts in counties; as well as support for increasing the WLIP Base Budget Grants from \$50,000 to \$100,000 and the Training and Education Grants from \$300 to \$1,000. Avoles also reported that he is continuing to work on parcel mapping for the City of Viroqua and also completed an area southeast of the City in the Town of Viroqua where the possible highway by-pass would go through. He also stated that the Hamburg remonumentation project is complete. Finally Avoles presented to the Council the Annual Support Quotation from ESRI for our GIS software. The quoted support fee of \$9,071.23 is due in August.

7. **2013 WLIP Base Budget Grant Application:** Avoles stated that the 2013 Base Budget Grant is due July 16th and that he wanted to get some feedback from the Council before he proceeded with preparing that application. We are eligible to receive \$13,484 plus \$300 for the Training and Education Grant. Avoles explained that in the past couple of years we have been submitting the application for a parcel mapping project so the funds could be used towards his position. McDowell, the LWCD Accounts Manager, suggested that we submit it for a parcel mapping project again so it could be applied toward the position because of where we are at with the WLIP retained fees, but Avoles said he wanted to make sure that is what the Council wanted to do. The Council discussed the background of the Base Budget Grants and Avoles explained where Vernon County compares to other counties in relation to eligible funding amounts. We basically fall about 27th from the lowest amount of retained fees on the list. The general consensus of the Council was to apply for some type of parcel project. Avoles explained that he would bring the completed application to the next meeting to be approved for submittal.
8. **Discuss Information Distributed at April Meeting Regarding County Surveyors in Preparation for the Presentation by Bryan Meyer, the La Crosse County Surveyor, at the June 11th Land Information Council Meeting:** The Council continued the discussion that was started at the previous meeting. Greg Fauerbach a land surveyor in attendance was introduced and participated in the discussion. Sandry commented that she would have to coordinate the July meeting date with Bryan Meyer for him to come and give his presentation since he could not make the June 11th meeting. Hynek commented that he had recently attended a presentation by a land surveyor on remonumentation that was quite interesting. Avoles stated that the documentation that Sandry had put together about county surveyors is too large to distribute via email, so if anyone would like a digital copy of it they can bring a thumb drive in to get a copy or it can be put on an ftp site for download. Harper commented that Sandry did a very nice job of putting that information together for the Council. Dahlen asked several specific questions about certain situations he has come across with surveys and wondered if Bryan would cover these types of things in his presentation. The Council discussed a variety of surveying and property ownership scenarios and how a county surveyor may be involved in such situations. Sandry commented several times that a county surveyor is the custodian of the Public Land Survey corners in the county.
9. **2nd Opportunity for Public Comment (Limited to 5 minutes per visitor):** Greg Fauerbach commented on the county tie sheet and CSM review program and some of the issues that he has with it. He stated that he thinks some of the review comments are asking for more than what is required to be included on CSM’s or tie sheets and that the process is very onerous. His opinion is that the review agent is overstepping their authority and is often asking for items that are nice to have but not required by statute or administrative rule. This led to further discussion on the county review contract and that the Council may want to consider changes at the end of the year when the current review contract is set to expire and as the discussion regarding a county surveyor continues. It also appears that the County CSM Review Ordinance has negatively impacted the number of CSMs that are being done. We have had very few CSMs recorded since the review fee has been in place and most surveyors are just advising

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their clients to have plats of surveys done. The Council indicated that this should be discussed further at a future meeting.

10. **Other Business/Reports from Committee Members:** none.
11. **Review Unfinished Business, Prioritize, and Confirm Assignments:** Sandry will be contacting Bryan Meyer to confirm that he will be able to give a presentation on County Surveyors at the July meeting.
12. **Confirm Next Meeting Date:** The June meeting date has already been scheduled for Tuesday, June 11th 14th at 9:30 am in the Vernon County Board Room. The July meeting was scheduled for Tuesday, July 9th at 9:30 am.
13. **Adjourn: Motion to adjourn at 11:07 am by Hynek/Dahlen. Motion carried.**

Minutes Respectfully Submitted by: Doug Avoles