

Official Copy – Approved at March, 2014 Meeting  
**Land Information Committee Meeting Minutes**  
**County Board Room, Vernon County Courthouse**

**January 9, 2014**

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<b>Members Present:</b>	Will Beitlich, Chair Rachel Hanson Jessica Sandry	Jim Servais, Vice-Chair Paul Krahn Konna Spaeth	Francis Hynek Matt Dahlen Susan Burkhamer (9:40)	Eric Evenstad Marla Britton
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**Others in Attendance:** Doug Avoles – LIO, Greg Lunde – Corp Counsel

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1. **Call to Order:** The meeting was called to order by Beitlich at 9:32 a.m.
2. **Public Notice Affirmation:** Avoles confirmed proper notice and posting.
3. **1<sup>st</sup> Opportunity for Public Comment (Limited to 5 minutes per visitor):** none.
4. **Review Proceedings of Previous Meeting:** Minutes from the December 17, 2013 meeting were presented and reviewed. **Motion by Hynek/Servais to approve. Motion carried.**
5. **Review and Approve Vouchers for Payment:** Beitlich read the list of vouchers totaling **\$11,905.39**. **Motion by Hynek/Servais to approve. Motion carried.**
6. **Reports from Staff:**
  - **Treasurer's Report:** Hanson reported that the pool balance is **\$73,353.89**. Of this there is a total of **\$11,560.28** available from the public access portion of the recording fees. Hanson also provided a listing of Ho-Chunk Nation funds allocated for Land Information. A total of **\$30,000** for aerial photography has been set aside since 2010 and **\$25,000** for PLS remonumentation.
  - **ROD Report:** Spaeth reported that there were 453 documents recorded in December resulting in **\$906** being sent in to the State, **\$2,718** of retained fee revenue, and **\$906** of public access revenue. She also explained that because of the recent WLIP changes, the \$2 public access item was no longer required to be separated from the regular retained fess, so in 2014 she will start just showing as one \$8 per document retained fees amount on her report.
  - **RPL Report:** Dahlen reported that he received a listing of the full revaluations that will be performed in the county for 2014. Whitestown, LaFarge, and Stoddard are the municipalities on this list. He also stated that all of the assessors will be receiving their new assessment work rolls and data from him this week.
  - **Zoning Report:** not present at time of report.
  - **LWCD Report:** Krahn reported that LWCD will be working on trying to get Avoles a couple of interns for the summer. A new Forester, Andrew LaChance, has been hired and will be starting January 15<sup>th</sup>. Krahn also explained that Michelle Engh was able to secure a FEMA grant in the amount of \$800,000 for the purpose of voluntary buy-outs of homes located within the flood plain. The County has not committed to these funds yet. Engh has sent out letters to 25 residents asking about interest in these voluntary buy-outs. She has received about a half dozen positive responses to this. Krahn stated that this grant will be on the January County Board agenda for consideration. Hynek asked what areas of the county were being looked into for this. Krahn stated that the majority of homes were in the Jersey Valley area – Avalanche and Bloomingdale. Servais asked if the homes involved in these buy-outs were removed. Krahn stated that they do get removed and that there are restrictions placed on the properties regarding future building.
  - **Dispatch:** not present.
  - **LIO Report:** Avoles reported that he has been working as much as he can on parcel mapping in the City of Viroqua. He also stated that he has been going back through some of the section breakdown work performed by one of the interns and has corrected about six sections that were not quite broken down correctly. The breakdown of these sections was a little more involved than most sections and one step in the process had been missed. Avoles also explained that a replacement belt for the ink head carriage was purchased for the large format HP plotter and that he replaced it last week. He is hoping it will get us couple more years of use of the plotter. The old belt had started to deteriorate and breakdown. He also stated that he had sent the letter the Council directed him to send to Eagle Ridge Surveying and had talked directly to Laurence Johns explaining the reasons for not being selected for the Contracted Surveyor Services.

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7. **Discussion of Ideas for use of WLIP “Public Access” Funds:** As a result of Wisconsin Act 20 some of the funding structure for the Wisconsin Land Information Program (WLIP) was modified. Counties no longer need to account for the \$2 portion of the retained fees, or “public access” funds separately from the other \$6 portion of the retained fees. The only requirement is to spend it on land information activities consistent with a County’s Land Record Modernization Plan. At the end of 2013, Vernon County has a balance of \$11,560.28 in “public access” money. Because the Register of Deeds has completed back scanning of documents and because we meet the WLIP requirements for having parcel information available on the internet, we could now utilize this money for other land record modernization needs. The Council discussed several potential uses for these funds including: putting it toward the next digital orthophotography project, putting it toward future annual maintenance costs for the GCS web portal application, using it for PLS remonumentation work, purchasing computer(s) for GIS development work, web map development work and/or training, and/or possibly use to pay for some of the contracted surveyor services. The Council did not take any action on this right now, but wanted to have this money available as more details and priorities are sorted out over the next few months. The purchase of a new computer and more web map application development were items the Council thought were of higher interest than the others.
8. **WLIA Conference:** The Council discussed attendance at the upcoming Annual WLIA Conference, Feb. 12-14, in Madison. Avoles, Dahlen, and Evenstad are interested in going. Avoles reminded the Council that the WLIP Training and Education Grant for counties had been increased to \$1,000 per year starting in 2014 and was intended to be used for participation in WLIA meetings and other GIS training. **Motion by Britton/Hynek to Send Up to 3 Individuals to the Annual WLIA Conference in Madison. Motion carried.**
9. **Update to Land Information Council Resolution:** Avoles explained that when the Land Information Council was originally formed in 2010 the way the original resolution was worded and because of the timings of the County Board meetings, it resulted in a 1-3 month delay in the official appointments of the 3 non-county staff positions (i.e. professional land surveyor, realtor/member of realtors association, and the public/assessor position) to the Council. The updated resolution is needed to clean this situation up and allow for the appointments to be made right away by the County Board Chair at the organization meeting following the Supervisor elections every two years. Avoles read the updated resolution drafted by the Corp Counsel and will also be reviewed by the Legal Affairs Committee. **Motion by Evenstad/Hynek to Move the Resolution Updating the Land Information Council Appointment Process on to the County Board. Motion carried.**
10. **Highway 131 PLS Corners & Possible Town of Liberty Remonumentation Project:** Avoles stated that he had been made aware of about 3 PLS corners that were affected in the last couple of years by a highway paving/update project for State Highway 131 and thought they could be reviewed as part of remonumentation project for the Town of Liberty. After preparing the agenda he was notified that the WI DOT was already hiring a surveyor to take care of these corners affected by the highway project. Avoles explained that there still was a need to perform a remonumentation project in the Town of Liberty in preparation for the parcel mapping that was included in the 2014 WLIP Base Budget Grant application. Avoles distributed a map showing the 23 corners that need to be remonumented. Avoles asked for approval to release an RFP for this project. There were several questions and discussions about some of the existing and needed corners shown on the map. A specific “double corner” situation was discussed and Avoles stated that this situation would clearly be identified in the RFP. **Motion by Britton/Evenstad to Have Avoles Draft and Release an RFP to Remonument 23 Corners in the Town of Liberty. Motion carried.**
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 Conference/Membership arrangements; RFP for Liberty Remonumentation Project; prepare announcement for interest in Land Information Council; pick up Lunde brass caps in Holmen and deliver to Chaseburg Manufacturing for monument assembly.
14. **Confirm Next Meeting Date:** Two meetings were scheduled in case the February meeting was not needed. Meetings were scheduled for Tuesday, February 4<sup>th</sup>, and for Tuesday, March 4<sup>th</sup>, at 9:30 am in the County Board Room.
15. **Adjourn: Motion to adjourn at 10:46 am by Hynek/Dahlen. Motion carried.**