

LAND INFORMATION COMMITTEE MEETING
January 08, 2016

Members Present: Harold Johnson, Larry Bischoff, Ed Nelson, Larry Schraufnagel, Wayne Uttke
Also Present: Joyce Fiacco, Chris Planasch

The Dodge County Land Information Committee meeting was called to order by Chairman Harold Johnson at 8:30 A.M., Room 3A, Dodge County Administration Building, 127 E. Oak Street, Juneau, Wisconsin. Roll call was taken and a quorum verified. It was confirmed that requirements of Wisconsin's Open Meetings law had been met.

No comments were received from the public regarding committee business.

Nelson motioned, second by Schraufnagel to approve minutes from the November 13, 2015 meeting. Motion carried.

There were no committee member reports for meetings attended outside of the regularly scheduled Land Information Committee meeting.

Planasch presented the Register of Deeds Revenue Report including a Yearly Summary Fees Comparison for 2013-2015 that compared revenues in various Register of Deeds revenue accounts and the document count for those three years. The total number of real estate documents recorded in years 2013-2015 respectively varied from 15,063 to 12,070 to 13,242. She also presented the Fee Summary Comparisons from the previous month/last 3 years for November and December and a Summary of Fees collected so far in 2015 which reports amounts returned to the State and amounts retained by the County in various revenue accounts. She reported on the number of real estate documents recorded in November (913) and December (976). No committee action was required.

Planasch presented the Register of Deeds Activity Report. Staff continues to index legal descriptions from documents recorded from March 17, 1999 back to April 1, 1987 in order to complete the index for these documents as currently, only grantor/grantees have been indexed (March 16, 1999 to January 22, 1999). Planasch reported that many documents are ready to be imported pending a final review as time permits. She anticipates completion of the project to compare birth records to the index (1877-1883) to be completed later in 2016. Removal of confidential information from the birth (records August 1964 to December 1975) and marriage records (records back to 1977) continues. Staff is keeping up with new recordings with each having a project to work on as time permits. There are 12 subscriptions (no increase), 145 (increase of 1) escrow accounts, and 2317 self-registered accounts in LandShark. No committee action was required.

Planasch reported on an issue regarding the use of bar codes containing personal identifiable information mainly in mortgage satisfactions by a local bank for a period of time. The bank removed that information from the bar code as soon as they were made aware of the problem and has corrected its use of bar coding to prevent this information from being distributed in this manner again. Due to the discovery of this problem, Planasch delayed on-line credit card purchase of documents until such time as that personal identifiable information can be successfully redacted.

Fiacco presented the November and December Revenue Reports for the Land Resources and Parks, Land Information Division business units. No committee action was required.

Fiacco presented an estimated 2015 Budget Summary for all business units in the Land Resources and Parks Department. She anticipated that several business units would have a shortfall but reported that none is expected to be in excess of \$3,000 which could be reallocated between business units by the Finance Director and reported to the Finance Committee as per county policies and procedures. Fiacco also reported that \$60,000 would be requested for carryover from 2015 to 2016 to complete implementation of the integrated land information management system (LIMS) from GCS. Schraufnagel motioned, second by Bischoff to approve this report. Motion carried.

Fiacco presented a list of invoices that had been paid by Land Information Division business unit, vendor, service provided and payment amount totaling \$21,801. The list included payment for the 2016 annual maintenance agreement with Esri (GIS software), 2016 annual maintenance for the shared high-speed production scanner, portable battery charger for survey, and upgraded software for Dodge County Sheriff's Office (DCSO) Crash Investigation Team robotic total station to better integrate data collected with their mapping software. No committee action was required.

Fiacco reported on progress in completing a draft of the three year update to the Dodge County Land Information Plan. The completed draft was submitted by the December 31, 2015 deadline for Department of Administration (DOA) review and for Land Information Officer (LIO) peer review. The Plan will also be available to the Land Information Council and Land Information Committee for review and approval at an upcoming meeting. Additionally, she reported that the Wisconsin Land Information Program (WLIP) 2016 Training and Education (\$1000) and Strategic Initiative Grant (\$50,000) application had been submitted by the December 31, 2015 deadline for Department of Administration (DOA) review and approval.

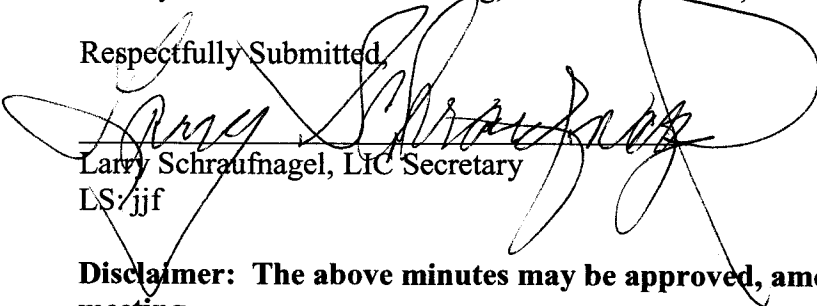
Oral status reports of Land Information Division projects were provided by Fiacco:

- GIS Data Component in support of DCSO with New World Systems (NWS). Reported that GIS mapping data has been sufficiently modified to support the NWS application. Discrepancies are corrected if caused by an internal data issue and reported to NWS if determined to be a problem internal to the application itself.
- Assessment/Tax program upgrade - Land Information Management System (LIMS). Working to resolve data conversion and workflow issues. On-going testing and verification regarding accuracy of converted assessment and tax data in test environment. An upgrade is expected to be released soon to help eliminate some observed issues.

Fiacco presented the Activity Report for the Land Information Division of the Land Resources and Parks Department which includes GIS mapping, analysis and services, survey and tax parcel mapping activities, and Property Description operations. No committee action was required.

The meeting was adjourned at 9:28 A.M. by order of the Chair. The next regular meeting will be Friday, February 12, 2016 at 8:30 A.M. in the Third Floor Conference Room, Room 3A, Dodge County Administration Building, 127 E. Oak Street, Juneau, Wisconsin.

Respectfully Submitted,


Larry Schraufnagel, LIC Secretary

LS/jjf

Disclaimer: The above minutes may be approved, amended or corrected at the next committee meeting.