

LAND INFORMATION COMMITTEE MEETING
October 11, 2013

Members Present: Allen Behl, Ernie Borchardt, Harold Johnson, Howard Kriewald, MaryAnn Miller
Also Present: Chris Planasch, Joyce Fiacco, Jim Mielke, David Addison

The Dodge County Land Information Committee meeting was called to order by Chairman Ernie Borchardt at 8:30 A.M., Room 1A, 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.

Kriewald motioned, second by Behl to approve minutes from the August 09, 2013. Motion to approve the minutes carried.

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

Planasch presented the August and September Register of Deeds Revenue Reports including the Fee Summary Comparisons from last month/last 3 years and a Summary of Fees collected so far in 2013. She noted that the number of real estate documents recorded in August (1287) was down 106 from the previous month; up from 1233 recorded in August 2011 and down from 1849 in 2012. She reported that the number of real estate documents recorded in September (1026) was down 261 from the previous month; down from 1323 recorded in September 2011 and down from 1352 in 2012. 12,043 documents have been recorded so far in 2013.

Planasch distributed and reviewed her 2014 Budget sheet. She projected 2014 revenues to exceed expenditures, potentially providing approximately \$127,168 to the General Fund. She noted that BU 1002-Redaction Account- had planned revenues and expenditures of \$75,000 each. This is a non-lapsing account funded through the Wisconsin Land Information Program (WLIP) with \$5 collected for each real estate document recorded to support the redaction of Social Security Numbers on those documents. These funds will continue to be collected until January 1, 2015. No committee action was required.

Planasch presented the Register of Deeds August/September Activity Report. To date, 542 microfilmed volumes of various real estate records (Vol. 460-1020) have been imaged. 13 volumes of microfilmed records and 174 paper mortgage records remain to be imaged. Planasch still anticipates completion of conversion of the microfilmed records by the end of the year so that, once the index is created for them, they will be available online. Three (3) more volumes of paper documents were verified with the imaging index to continue creation of an abbreviated index in LandLink so documents would be available on-line through the LandShark application. She reported that the project to compare birth records to the index (1877-1883) was finished with some cleanup of questions on incomplete records still underway. Once this is finished, the focus will shift to completing imaging of vital records. Staff is keeping up with new recordings. There are 12 subscriptions (no increase), 132 (increase of 8) escrow accounts, and 1603 self-registered accounts in LandShark. Planasch reported that both Birth and Death records are now available on-line using the State system- SVRIS. The recent availability of on-line Death certificates in September has helped speed up office operations.

Fiacco presented the August/September Revenue Reports for the Land Information Division of the Land Resources and Parks Department. She reported that 2013 budgeted revenues should be collected by the end of October.

Dave Addison, Senior Land Information Specialist, reported on proposed updates to Chapter 5 of the Department of Revenue's Assessor's Manual. As a representative of the WI Real Property Listers' Association (WRPLA), he has been participating in meetings with the DOR, WCA, League of Municipalities, Towns Association, and Wisconsin Association of Assessor's Officers (WAAO) to provide input to the update. He explained that some of the changes are necessary due to changes in technology and to standardize process but noted that several changes would impact operations in the Property Description Office, Survey, Tax Parcel Mapping and GIS publication of those maps. Some of the proposed updates are tied to items in the State Budget Bill including parcel numbering systems, parcel mapping and internet publishing of data. Fiacco stated that it was very important to stay on top of this issue given the anticipated investment in and implementation of a proposed integrated assessment and tax system in 2015. She commended Addison for his participation acknowledging the benefit to Dodge County his input has provided. Addison also reported on operations in the Property Description Office with the staff vacancy.

Fiacco distributed and reviewed 2013 year-end budget estimates for the Land Resources and Parks Department noting that nothing more than a normal request to the Finance Committee for reallocation of unexpended funds and unanticipated revenue between accounts and business units was anticipated. She also reviewed the 2014 Budget and reported that all of the LIO requests (funded with retained fees) and recommended by the Land Information Council and LIC to the County Administrator had been included. No committee action was required.

Fiacco presented the August/September 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. She reported that Jerry Thomasen had retired October 3rd, 2013 and Ted Dumke had moved into the Senior Land Surveyor position. She reported that the Survey and Mapping Specialist position vacated by Dumke would be filled January 2014. She reviewed plans to provide field support for survey activities until the position can be filled which included use of department staff and Highway Department assistance offered by Brian Field, Highway Commissioner. She expressed her thanks to Field for his department's on-going support and cooperation.

Kriewald motioned, second by Miller to adjourn the meeting; the meeting was adjourned at 10:03 A.M. The next regular meeting will be Friday, November 08, 2013 beginning at 8:30 A.M. in the First Floor Conference Room, Room 1A, Dodge County Administration Building, 127 E. Oak Street, Juneau, Wisconsin.

Respectfully Submitted,


Howard Kriewald, LIC Secretary

HK: jjf

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