

LAND INFORMATION COMMITTEE MEETING
March 14, 2014

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

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 Miller to approve minutes from the January 10, 2014. 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 Register of Deeds Revenue Reports including the Fee Summary Comparisons from the previous month/last 3 years and a Summary of Fees collected so far in 2014 reporting amounts returned to the State and amounts retained by the County in various revenue accounts. She noted that the number of real estate documents recorded in January (906) was down 4 from the previous month; down from 1381 recorded in January 2012 and down from 1685 in 2013. She reported that the number of real estate documents recorded in February (801) was down 105 from the previous month; down from 1420 recorded in February 2012 and down from 1224 in 2013. She also distributed and reviewed the final 2013 Revenue and Expenditure Report received from Finance Department. No committee action was required.

Planasch presented the Register of Deeds Activity Report. Planasch reported that all real estate microfilm volumes have been converted so once the index is created for them, they will be available on-line. Volume 307 to Volume 448 of paper documents have been 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 funds left from the redaction project would be used to complete conversion of the remaining 114 paper mortgage volumes. 142 paper volumes (Vol. 413 thru 272) of mortgage records have been converted. She reported that final cleanup of incomplete records would continue as time permitted to finish the project to compare birth records to the index (1877-1883). Staff is keeping up with new recordings. There are 12 subscriptions (no increase), 134 (increase of 1) escrow accounts, and 1743 self-registered accounts in LandShark. No committee action was required.

Fiacco presented the January/February revenue reports and the final 2013 year-end budget summary by business unit for the Land Resources and Parks Department. She reported that \$72,552 will be returned to the General Fund. No committee action was required.

Fiacco presented a request for a recommendation from the LIC to the Finance Committee for a fund transfer from the BU 813 (Access to Housing Information via the Internet) fund balance for replacement of the failing high-speed production scanner used for imaging projects by the Department and Land Conservation Department. She distributed a draft letter which would be forwarded to Finance for their review and action at their April 8th meeting if recommended by LIC. She reviewed the explanation for the request contained in the letter noting that the request for fund balance transfer was necessitated as the purchase was not in the Year 2014 Budget. She stated that sufficient funds are available to support this request. Following discussion,

Johnson motioned, second by Miller to recommend the BU 813 fund balance transfer to support purchase of a replacement high-speed production scanner. Following discussion, motion carried.

Fiacco presented a status report regarding purchases of Leica Robotic Total Stations for Survey and the Sheriff's Department Crash Investigation Team. Crash Investigation Team members will receive their equipment and 3-days training next week from Collision Forensics Solutions, Papillion, NE and arrangements are being made for training from Leica Geosystems, Rosemount, MN for Survey; that unit was delivered last week. Both purchases were included in the Year 2014 Budget. No committee action was required.

Fiacco presented a status report on progress in replacing the failed graphics plotter used for GIS mapping. Replacement of this equipment was included in the Year 2014 Budget. Staff determined the purchase of an HP Z6200 graphics plotter from MasterGraphics, Waukesha, WI for \$9190 was in the best interest of the department and would make best use of available resources. No committee action was required.

Fiacco presented the January/February 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 the Survey and Mapping Specialist position was being advertised and applications taken. She reported that the 2014 Plat Book was available and that each supervisor would receive a copy at next week's County Board meeting. Property Description had completed year-end reports and work rolls had been sent to local assessors. The year-end roll-over of the Land Records Search Tool had successfully been completed with final posting of 2187 newly updated Tax Parcel maps based on end-of-year 2013 data. She reported that staff has been meeting to develop specs for the new integrated Land Records Management System RFP. Several imaging projects were underway to archive and make records accessible from the system for Treasurer and PDO. She distributed copies of an article she wrote for the Wisconsin County Surveyors Association (WCSA) commemorating Jerry Thomasen's recent retirement and accomplishments and Dodge County's commitment to activities of the county surveyor. No committee action was required.

Kriewald motioned, second by Behl to adjourn the meeting; the meeting was adjourned at 9:30 A.M. The next regular meeting will be Friday, April 11, 2014 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.