

LAND INFORMATION COMMITTEE MEETING
August 08, 2014

Members Present: Larry Bischoff, Harold Johnson, Ed Nelson, Larry Schraufnagel, Wayne Uttke

Also Present: Chris Planasch, Joyce Fiacco, Jim Mielke, Dave Addison, Pat Ninmann, Scott Smith, Ruth Otto, Erin Roberts, Dianne Bell, Patti Hilker, Martha Wells

The Dodge County Land Information Committee meeting was called to order by Chairman Harold Johnson at 8:31 A.M., Room 1F, 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. The meeting was jointly held with the Dodge County Land Information Council.

Schraufnagel motioned, second by Bischoff to approve minutes from the July 11, 2014 meeting. Motion carried.

Fiacco reported that a project to improve the accuracy and management of addresses in Dodge County planned in 2015 could be accelerated with the development of a strategic implementation plan in 2014. She distributed several handouts; one summarizing the benefits of accurate addressing and a second outlining the proposed planning process to improve management of addressing in the county. She stated that a proposal had been received from Spatial Focus, LLC, University Park, MD, to leverage our existing data and technologies, capabilities and requirements to provide a solution designed for Dodge County.

Martha Wells, Spatial Focus, was present to summarize the importance of standardized addressing, explain how development of an address management strategic implementation plan would enable the creation, management and maintenance of a high quality address repository to support all address-related business processes, and answer questions.

As development of this planning tool was not included in the 2014 budget, Fiacco made a request to recommend transfer of \$21,325 in uncommitted funds from the Land Information Office business unit fund balance to support development of the plan. Fiacco requested an LIC recommendation to the Finance Committee for this transfer and a fiscal impact review for a joint county board resolution with Planning, Development and Parks Committee in support of this effort. She noted that the Finance Committee would review the request at their August 12th meeting and distributed a copy of the letter making this request. Planning, Development and Parks would consider the joint resolution at their August 18th meeting. The resolution, if forwarded on, would be on the August 19th County Board agenda.

Following questions and discussion, the Land Information Council voted to recommend their support of the fund transfer and resolution to the Land Information Committee. Bischoff motioned, second by Schraufnagel to forward the resolution to county board for the fund transfer to secure professional services from Spatial Focus to develop and addressing strategic implementation plan. Motion carried.

Fiacco presented a request to expand membership of the Land Information Council to better reflect the needs of key land information stakeholders. She requested the addition of the Highway Commissioner, Land Conservationist, and Senior Land Information Specialist. It was noted that this will take a county board resolution and she presented a draft of the resolution. Following discussion and questions, the Land Information Council voted to support the expansion of their body and recommend the LIC forward a resolution to the county board for consideration. Schraufnagel motioned, second by Bischoff to support development of a county board resolution for final consideration at the September 12th LIC meeting. Motion carried. Fiacco will have Corporation Counsel review the draft and will have a final draft ready for consideration September 12th.

Planasch presented the Register of Deeds Revenue Report including the Fee Summary Comparisons from the previous month/last 3 years and a Summary of Fees collected so far in 2014 which reports 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 July (1306) was up 146 from the previous month; down from 1393 in 2013; and down from 1341 recorded in July 2012. No committee action was required. She distributed the 2nd Quarter Revenue and Expenditure Report noting that all expenditure accounts were on track to meet budgeted numbers. However, revenues were behind anticipated levels because the number of recorded documents was down 1712 from last year at this time. She noted that it would take an average of 1500 documents per month to the end of the year to catch up.

Planasch presented the Register of Deeds Activity Report. She reported that 308 volumes of paper volumes of mortgage records (Volume 413 through 105) have been converted. Work continues to create indexes for converted real estate microfilm volumes for availability on-line. Volume 307 to Volume 448 of paper documents have been verified with the imaging index to create an abbreviated index in LandLink for availability on-line through LandShark. Twelve volumes (Volume 623 to 635) have been imported into LandLink to date. She explained how everything would fit together once all has been verified after import to provide a complete grantor/grantee in the system. Final cleanup of incomplete records will 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 (no increase) escrow accounts, and 1877 self-registered accounts in LandShark. No committee action was required.

Fiacco presented the Revenue Report for the Land Resources and Parks, Land Information Division business units. She distributed the 2nd Quarter Revenue and Expenditure Report noting that budgeted revenues were behind anticipated levels in the Land Information Office business units because of lower than expected document recordings. No committee action was required.

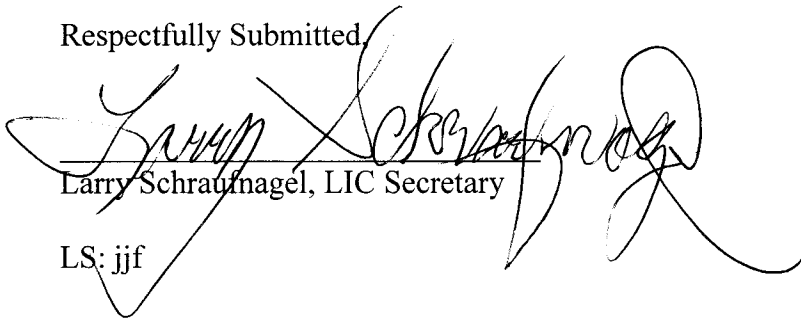
Fiacco presented the July Activity Report for the Land Information Division of the Land Resources and Parks Department which includes GIS mapping, analysis and services, survey and tax parcel mapping activities, and Property Description operations. She reported the department's two new employees; Jeremy Nocerini (Survey and Mapping Specialist) and Nicole Hoepfner (Property Listing Specialist) were doing well. No committee action was required.

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

No comments were received from the public regarding committee business.

The meeting was adjourned at 9:50 A.M by order of the Chair. The next regular meeting will be Friday, September 12, 2014 beginning 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,

A large, stylized handwritten signature in black ink, which appears to read 'Larry Schraufnagel'. The signature is written over a horizontal line that also serves as a separator between the signature and the typed name below it.

Larry Schraufnagel, LIC Secretary

LS: jjf

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