

Monroe County Land Information Council

Minutes

COMMITTEE: Land Information Council
TIME: 12:30 PM
PLACE: Monroe County Board Assembly Room, 1st Floor-Room #1200, 112 S Court St, Sparta, WI 54656
DATE: Tuesday, July 5, 2022

PRESENT: Jeremiah Erickson, Cedric Schnitzler, James Kuhn, Gary Dechant, Rick Folkedahl, Jared Tessman, Brannick Beatse, Debra Carney.

1. Call to order/Roll call at 12:47 PM
2. **Jared Tessman made a motion to approve the April 19, 2022 Minutes, second by Debra Carney, all in favor motion carried, 8-0.**
3. Discussion regarding a recommendation to award the RFP not to exceed \$40,000 for collection of select GPS Section Corner Coordinates. The bids were due on June 24th. Adrian Lockington received three bids by the deadline. On June 27th Adrian opened the bids in the presence of Jeremiah Erickson, Land Information Officer. The bids were to complete work at 60, 82, and 83 corners respectively for \$40,000.00. A recommendation was made by Jeremiah Erickson to accept the bid of 83 corners. It was noted that the firm had done the work for us in our last RFP about 10 years ago. Gary Dechant disagreed with the recommendation on account of a monument not being set during the prior project. Discussion continued. **A motion was made by Debra Carney to award the project to the bid of 82 corners, seconded by James Kuhn, no further discussion, motion carried unanimous 8-0.**
4. The Online LiDAR Viewer hosted by Ayres Associates is out of beta mode and has been live for about two weeks. In the future Jeremiah plans to announce to the public that it is available. He is waiting until August when he returns from vacation so he is available to answer questions. A demonstration will be done for anyone who wants to see it.
5. **In the consideration of time a motion was made by Brannick Beatse and seconded by Jared Tessman to table discussion and action on additional LiDAR derivatives. Motion carried unanimous 8-0.**
6. Budget forecasting for the Land Information Office. Based on projections by Jeremiah Erickson his position and expenses for our software will be covered through 2023. By the end of 2024 the prior year's unspent retained fees will be likely be depleted if we do a modest aerial imagery flight at 6 inches in 2024 when many counties are taking part in the WROC program. If we delay the imagery flight to 2025 we will still run into the red, however it would be at the end of the year as opposed to the beginning. If the number of recordings rebounds this may push the problem out to 2026. It is also possible that we would encounter problems already in 2024 if larger cuts than anticipated are made to grant programs. A deeper dive into finances with Diane Erickson, Finance Director, will be necessary prior to budgeting for 2024.
7. Discussion on potential address sign number ordering changes was given in brief. Our sign supplier has instituted new software which has added some additional burdens on the Land Information Officer. In addition people are increasingly unable to follow directions in order to acquire an address. A lot of additional back and forth now takes place with local municipalities as well. Right now the County orders the signs for the municipalities who receive the signs and are billed for the signs. However, we now have an added layer of verification of signs before printing that takes place and it would be much easier if all signs were billed to the same location. A smoother way of handling this would be for all signs to be ordered by the county and billed to the county, with the signs either being sent direct to the land owners or picked up by the land owners at the County Office. Alternatively the signs could be ordered by the municipalities after they get the number from the Land Information Officer. There are likely more advantages for the consumer if the County takes over the program because the process would be more uniform and easier to explain. Decisions on changes will need to be made prior to the end of the year and information shared with the Monroe County Towns Association.
8. Scanning Projects and associated costs were shared. In order to proceed with a document back-scanning project for the register of deeds office, it will cost towards 87 thousand dollars. In order to proceed with a scanning project of old tax and assessment rolls in the treasurer's office it will take around 110 thousand dollars. A scanning and conversion project of sanitation plans and zoning permits can likely be absorbed in house at no additional expense until it is time to host documents on our WGXtreme site. The exact estimate

is not available at this time, because it would be based on the number of documents uploaded, but the amount would not likely be excessive. An estimate will be acquired.

9. Land Information Council Updates.
 - a. Jeremiah Erickson, Land Information Office, noted that the Online Lidar Viewer Application is available via a link from the Land information Office webpage.
 - b. No additional updates were shared.
10. Items for consideration for future meetings will be, the Land Information Office budget, revisiting the bounty for Section Corner Coordinates consideration of additional LiDAR derivatives, further consideration of Treasurer's Office, Register of Deeds Office, and Sanitation & Zoning Office digital document/scanning projects, the timing of the next orthoimagery project and the IGSA with Fort McCoy and additional possible cost sharing.
11. The next meeting date will be August 2nd at 1PM. We will also meet in November or December to approve next year's grant application at a date to be determined.
12. Non-statutory committee assignments expire in October.
13. **Motion to adjourn made by Jared Tessman, and seconded by Debbie Carney, motion unanimous, 8-0, adjourned 1:55 PM.**

Minutes Drafted on 7/06/2022