



Lafayette County Land Information

626 Main St, Darlington, WI 53530 Ph: 608.776.4864 landrecords@lafayettecountywi.org

MEETING MINUTES

**These minutes are subject to approval of the Land Information Council on August 31, 2016.*

MEETING OF THE LAND INFORMATION COUNCIL
LAFAYETTE COUNTY COURTHOUSE – ROOM 202
Wednesday, August 17, 2016 at 3:00 pm

Call to Order

The meeting of the Land Information Council was called to order at 3:04 pm by Chairman Jack Wiegel. Members present were: Aulik, Austin, Bartels, Jean, Maurer, Paulson, & Taylor. Others present: Colney – SWWRPC. Absent: Boll, Burgess, Loeffelholz

Proof of Proper Posting

Aulik stated that the agenda was posted in the USDA Service Center, by the County Clerk's Office, the Darlington Municipal Building, on the Lafayette County Webpage; and was sent to the press.

Approval of Agenda

Bartels mentioned that the 3 minute public comment time limit was missing from the agenda. Maurer asked that the budget discussion be bumped up if possible due to another meeting. Aulik requested that the budget items not be moved up until Taylor, who was covering the Treasurer's office could be present. The Budget was later moved up after the Surveyor Report and Remonumentation discussion once Taylor was present. Motion to approve the agenda as amended by Paulson, seconded by Austin. Motion carried.

Approval of Minutes from 7/13/2016

Colney mentioned a typo with his name. Motion to approve the minutes as amended by Bartels, seconded by Maurer. Motion carried.

Public Comment (Three Minute Limit)

None

County Surveyor Report and Remonumentation Update

Austin mentioned that they had completed 63 corners so far and expects to be able to start bringing in tiesheets by the next meeting. The project was moving along as planned.

Discussion and Possible Action Regarding Expansion of Remonumentation project area



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Aulik explained that there will still funds remaining for more corners yet this year. She had reached out to try to partner with Green County to get the Lafayette County coordinates as part of their project, but had little response from their contract surveyor. She proposed adding on to the existing projects. Austin quoted a price of \$250 a corner to expand the project due south of the current projects. Aulik estimated 24-30 more corners could be completed after supplies. She stated these corners could be finished up over the winter/early spring. She also explained that the current contracts were both written with the option to expand the project area.

Motion by Paulson, second by Taylor to contract with Austin Engineering for the expansion of current projects utilizing the remaining 2016 funding at \$250 per corner. Motion carried.

Discussion and Possible Action of Land Records Budget

Maurer presented some budget figures that included moving funding for ½ of the GIS Coordinator position to the levy and funding more of the RPL position on the levy similar to 2014 levels. The proposal also completely diminished any carryover balances from Retained Fees in an effort to fund the Land Records System over two years.

Aulik presented preliminary figures on normal office expense items, but stated that she had little direction to complete the budget because the Finance committee stated that she should move forward with the Land Records System upgrade but would not figure out funding until the budget process. She restated the need to free up the grant funds and move the salaries completely onto the levy. She listed a variety of needs coming in the next few years where the carryover balances and grant funding will be needed, especially considering our outdated IT infrastructure. One major component recommended by IT is a \$20-30K server upgrade possibly needed in the next year. Aulik emphasized the need for long range planning—she is required to have long range plans by the State, but the current budget process is short term and rushed with little discussion. She also pointed out that she is preparing a budget based on grants that she will not even receive the application for until October, and won't be guaranteed those funds until January.

Many ideas were thrown out by the Council on how to solve the budget this year. Most of the Council agreed that the salary proposals presented by Maurer were reasonable and a good compromise for this year. However, many members also agreed with Aulik that the carryover funds should not be depleted. Because the LRS project can be phased over two years, there was discussion about worrying about the first half for this year's budget and revisiting options (or finding other funding solutions if possible) for the 2018 portion. Part of the discussion involved lumping the remaining portion of the project into part of a greater IT infrastructure project – which is really what the LRS is. Part of the discussion involved slowly phasing the salaries off the grants over a few years, which would mean that in 2018 more money would be freed up to pay for this and future projects.



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Maurer had to leave at approximately 3:30 and was not present for the whole discussion. The Council tabled the budget, giving direction to Maurer and Aulik to work on adjusting some numbers for a compromise.

GIS & Real Property Lister Report

Paulson reported that she continues parcel cleanup in both the mapping and the tax roll. To help the council visualize what she's been doing, Paulson passed around a handout that included the following: a screen shot of how property is currently listed in the tax program (generally, each part of a legal description that falls in a different 40 gets its own tax bill); another screen shot of how she's combining parcels together to create one parcel instead of five for a property that was being split (also included the extended legal description and a reference to a recently filed Plat of Survey); maps showing the multiple original parcels, the new plat of survey, and the new parcel as they show on the website; split letters that Lafayette County sends out to property owners when there is a sale of only a portion of a tax parcel so that each owner will get their respective tax bill in December. Of all the split letters she's sent out so far this year, Paulson reported that she's received over half of them back so there shouldn't be confusion in December when tax bills are sent out. Paulson also noted that since indexing surveys as they come in, it is easier to create new tax parcels and associate the new plat of survey when setting up those new parcels and she is currently back indexed to Section 26 T1 R1E for older surveys. This will continue to be a slow process. Aulik and Paulson also brought up numerous parcel errors they have been dealing with, as Aulik is fixing errors in the municipal boundaries.

Aulik discussed work on the Spillman project including the need for the Sheriff's Dept to acquire an additional server and ESRI software licensing. She has been working with IT and the Sheriff's Dept to work out these issues and has also been encountering a lot of problems with the County addressing. Aulik stated she is also working with Theresa Burgess to solidify the emergency service district boundaries for the mapping upgrade.

Although already discussed as part of the budget, Aulik updated that Council on the status of the Land Records System. She informed the Council that she was directed by the Finance to committee to move forward with acquiring the LRS, with funding to be determined during the budget process. She explained that she presented three funding options to Finance, with Maurer presenting other alternatives.

Discussion and Possible Action for Land Records System Selection

The various departments impacted by the new land records system all agreed that they preferred Transcendent Technologies and would like to formally select them. Motion by Taylor, second by Jean to pick Transcendent Technologies as the land records system software provider. Motion carried.



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SWWRPC Report

Colney updated the Council on the Regional GIS Forum activities which included a meeting with the State Cartographer, Geographic Information Officer, and Dept of Administration on the 2018-2021 Statewide Land Information plan. This laid out County requirements to meet Statewide initiatives from 2018-2021. Aulik and Paulson both attended the meeting. He also mentioned a new staffer was hired, Ben Rohr, who will be doing planning and GIS.

Future Agenda Items

Budget

Subdivision Ordinance

Next Meeting Date

August 31, 2016 @ 9 am

Adjourn

Motion by Jean, seconded by Bartels. Motion Carried

Time: 4:10 pm