

WOOD COUNTY LAND INFORMATION COUNCIL

AGENDA

DATE: Thursday April 29, 2021

TIME: 9:00am

LOCATION: Conference Room 114
Wood County Courthouse
400 Market Street, Wisconsin Rapids, WI 54494

1. Call meeting to order
2. Introductions
3. Declaration of Quorum
4. Approval of Previous Meeting (1/27/2021) Minutes
5. General Addressing Discussion with Emergency Management
6. Role of Wood County Land Information Council
7. 2019 – 2021 Land Information Plan Project Updates.
 - Indexing of Non-Recorded Documents by Geography
 - Hydrographic Layer Improvement
 - Next Generation 911
 - PLSS Monumentation/Perpetuation – Surveyor Update
8. Other Project Updates
 - Uniform Municipal Zoning maps and applications
 - New GIS and Imagery Servers
 - 2020 Census and Redistricting
 - Creation of 2022 – 2024 Land Information Plan
9. Budget Update
10. Public Comment
11. Agenda items for next meeting
12. Adjourn

Join by phone
+1-408-418-9388 United States Toll
Meeting number (access code): 187 301 4569

Join by WebEx App or Web
<https://woodcountywi.webex.com/woodcountywi/j.php?MTID=m12b4558d11cc76acf87a3dbaa0470832>
Meeting number (access code): 187 301 4569
Meeting password: Land2021

WOOD COUNTY LAND INFORMATION COUNCIL

MINUTES

Date: Wednesday January 27, 2021 at 9:01 a.m.

Location: Via Webex Teleconference and in person room 105A

Attendees: Ken Curry, Wood County Board District 11 Supervisor; Paul Bernard, Land Information Officer; Al Breu, Wood County Board District 6 Supervisor; Nancy Marti, Real Property Lister; Heather Gehrt, Treasurer; Tiffany Ringer, Register of Deeds; Lori Heideman, Dispatch Manager; Victoria Wilson, Planning & Zoning; Jason Grueneberg, Director-Planning & Zoning; Brian Spranger, First Weber; Bill Clendenning, Wood County Board District 15 Supervisor; Amy Kaup-Director, Information Technology; Dan Brandl-Program Analyst, Information Technology

1. Chairperson Curry called the meeting to order at 9:01 a.m.
2. Introductions. Kevin Boyer excused.
3. Chairperson Curry declared a quorum.
4. Approval of previous meeting minutes (12/8/2020).

Chairperson Curry asked for any additions or corrections to the previous meeting minutes. Having no additions or corrections, motion by Heather Gehrt to approve. Second by Paul Bernard. Motion carried unanimously.

5. 2019-2021 Land Information Plan Project Recap
 - 2020 Orthophotography Acquisition (Completed)
This project was completed in 2020. The information was integrated with our GIS data.
 - Parcel Fabric Maintenance and Accuracy Improvements (Ongoing)
This project is ongoing. There will be constant improvements being made and maintenance to make sure all information is up to date.
 - Indexing of Non-Recorded Documents by Geography (Planned completion 2021)
We have made great progress on this project and have 100% of our plat of surveys, tie sheets and section summaries scanned and indexed to the public land survey system. The goal is to index the following sets of records to consider the project complete in 2021:
 - Original PLSS Survey Notes
 - George Severns (former county surveyor) Compiled Survey Notes
 - Town Right of Way Records
 - DOT Right of Way Plats (not recorded with Register of Deeds)
 - Railroad Right of Way Plats
 - Hydrographic Layer Improvement (Planned Completion 2021)
The goal is to digitize water county wide as well as attributing names to the individual bodies of water to consider the project complete.
 - NG911 (Ongoing)
This project will be included in our next three-year plan. Plans for this year are to improve geometry for the GIS data sets we have and create new ones now that the 2020 air photos are complete. Discussion followed regarding addressing in the county and the way it is currently assigned. Some townships assign their own addresses and Emergency

Management assigns the remainder. This discussion item will be added to the agenda for the next LIC meeting.

- ROD System Upgrades (Completed)
This project has been completed.
- GIS Website, Data Hosting Services, Software & Hardware Maintenance (Ongoing)
This project will always be ongoing as we strive to constantly improve and acquire the latest in technology.
- Research & Mapping of Right-of-Ways (Not Complete)
We are in the research and information gathering phase of this project.
- Historical Tax Roll Scanning (Not Complete)
This project likely will not be taking place this year.
- UAV Technology (Not Complete)
This project will not be acted on this year.

6. 2021 Planned Strategic Initiative Grant Expenses (\$50,000 Total)

- The Land Information Program has three funding sources. These include the base budget of \$100,000; training and education of \$1,000; and the strategic initiative grant, which fluctuates from year to year. The allotment for 2021 is \$50,000.
 - Public Land Survey System (PLSS) Maintenance \$30,000
\$30,000 of the \$50,000 allotment from the strategic initiative grant will be directed towards this project.
 - Next-Gen 911 Readiness \$15,000
\$15,000 of the \$50,000 allotment from the strategic initiative grant will be directed towards this project.
 - Building Footprints \$5,000
\$5,000 of the \$50,000 allotment from the strategic initiative grant will be directed towards this project.

7. 2020 Budget Discussion

Jason Grueneberg gave an overview of the 2020 budget numbers. Discussion and further clarification followed.

8. Public Comment

No public comment.

9. Agenda items for next meeting

Motion by Paul Bernard to have “general addressing discussion with Emergency Management” on next meeting agenda. Second by Lori Heideman. Motion carried unanimously.

10. Next Meeting Date: TBD

11. Adjourn: Chairman Curry adjourned the meeting at 10:17am

Minutes taken by Victoria Wilson, Planning and Zoning Department.

Ranges: From: To:
Date 1/1/2021 12/31/2021
Account 261-2202-56320-000-001 261-2202-56320-000-999

Sorted By: DEPARTMENT Subtotal By: No Subtotals
Include: Posting

^ Inactive Account

Account		Beginning Balance		A/C Description					
Trx Date	Jrnl No. Voucher#	Source Doc	Vendor	Debit	Credit	Trx Description	Net Change	Ending Balance	
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261-2202-56320-000-101		\$0.00		Land Records Wages					
1/1/2021	285,253	GJ			\$630.27	Reverse YE Accrued Wages			
1/14/2021	285,106	GJ		\$1,575.68		GL Payroll Integration			
1/28/2021	285,850	GJ		\$1,969.60		GL Payroll Integration			
2/11/2021	286,617	GJ		\$1,920.36		GL Payroll Integration			
2/25/2021	287,310	GJ		\$1,969.60		GL Payroll Integration			
3/11/2021	287,971	GJ		\$1,969.60		GL Payroll Integration			
3/25/2021	288,616	GJ		\$1,969.60		GL Payroll Integration			
4/8/2021	289,196	GJ		\$1,575.68		GL Payroll Integration			
Totals:				\$12,950.12	\$630.27	\$12,319.85		\$12,319.85	
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261-2202-56320-000-107		\$0.00		Land Records Sick					
2/11/2021	286,617	GJ		\$49.24		GL Payroll Integration			
4/8/2021	289,196	GJ		\$196.96		GL Payroll Integration			
Totals:				\$246.20	\$0.00	\$246.20		\$246.20	
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261-2202-56320-000-109		\$0.00		Land Records Holiday					
1/1/2021	285,253	GJ			\$157.57	Reverse YE Accrued Wages			
1/14/2021	285,106	GJ		\$393.92		GL Payroll Integration			
4/8/2021	289,196	GJ		\$196.96		GL Payroll Integration			
Totals:				\$590.88	\$157.57	\$433.31		\$433.31	
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261-2202-56320-000-120		\$0.00		Land Records FICA					
1/1/2021	285,253	GJ			\$57.07	Reverse YE Accrued Wages			
1/14/2021	285,106	GJ		\$142.67		GL Payroll Integration			
1/28/2021	285,850	GJ		\$142.67		GL Payroll Integration			
2/11/2021	286,617	GJ		\$142.67		GL Payroll Integration			
2/25/2021	287,310	GJ		\$142.67		GL Payroll Integration			
3/11/2021	287,971	GJ		\$142.67		GL Payroll Integration			
3/25/2021	288,616	GJ		\$142.67		GL Payroll Integration			
4/8/2021	289,196	GJ		\$142.67		GL Payroll Integration			
Totals:				\$998.69	\$57.07	\$941.62		\$941.62	
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261-2202-56320-000-130		\$0.00		Land Records Health Insurance					
1/14/2021	284,844	GJ		\$611.08		2021 Health Insurance			
1/28/2021	284,844	GJ		\$611.08		2021 Health Insurance			
2/11/2021	284,844	GJ		\$611.08		2021 Health Insurance			
2/25/2021	284,844	GJ		\$611.08		2021 Health Insurance			
3/11/2021	284,844	GJ		\$611.08		2021 Health Insurance			
3/25/2021	284,844	GJ		\$611.08		2021 Health Insurance			
4/8/2021	284,844	GJ		\$611.08		2021 Health Insurance			
Totals:				\$4,277.56	\$0.00	\$4,277.56		\$4,277.56	

Account	Trx Date	Jrnl No.	Voucher#	Beginning Balance	Source Doc	Vendor	A/C Description	Debit	Credit	Trx Description	Net Change	Ending Balance
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261-2202-56320-000-133				\$0.00			Land Records Visioin Insurance					
1/14/2021	285,106			GJ				\$3.37		GL Payroll Integration		
1/28/2021	285,850			GJ				\$3.37		GL Payroll Integration		
2/11/2021	286,617			GJ				\$3.37		GL Payroll Integration		
2/25/2021	287,310			GJ				\$3.37		GL Payroll Integration		
3/11/2021	287,971			GJ				\$3.37		GL Payroll Integration		
3/25/2021	288,616			GJ				\$3.37		GL Payroll Integration		
4/8/2021	289,196			GJ				\$3.37		GL Payroll Integration		
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				Totals:				\$23.59	\$0.00		\$23.59	\$23.59
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261-2202-56320-000-140				\$0.00			Land Records Life Insurance					
1/14/2021	285,106			GJ				\$0.58		GL Payroll Integration		
1/28/2021	285,850			GJ				\$0.58		GL Payroll Integration		
2/11/2021	286,617			GJ				\$0.58		GL Payroll Integration		
2/25/2021	287,310			GJ				\$0.58		GL Payroll Integration		
3/11/2021	287,971			GJ				\$0.58		GL Payroll Integration		
3/25/2021	288,616			GJ				\$0.58		GL Payroll Integration		
4/8/2021	289,196			GJ				\$0.58		GL Payroll Integration		
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				Totals:				\$4.06	\$0.00		\$4.06	\$4.06
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261-2202-56320-000-151				\$0.00			Land Records Retirement					
1/1/2021	285,253			GJ					\$53.18	Reverse YE Accrued Wages		
1/14/2021	285,106			GJ				\$132.95		GL Payroll Integration		
1/28/2021	285,850			GJ				\$132.95		GL Payroll Integration		
2/11/2021	286,617			GJ				\$132.95		GL Payroll Integration		
2/25/2021	287,310			GJ				\$132.95		GL Payroll Integration		
3/11/2021	287,971			GJ				\$132.95		GL Payroll Integration		
3/25/2021	288,616			GJ				\$132.95		GL Payroll Integration		
4/8/2021	289,196			GJ				\$132.95		GL Payroll Integration		
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				Totals:				\$930.65	\$53.18		\$877.47	\$877.47
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261-2202-56320-000-160				\$0.00			Land Records Workers Compensation					
1/1/2021	285,253			GJ					\$3.31	Reverse YE Accrued Wages		
1/14/2021	285,106			GJ				\$8.27		GL Payroll Integration		
1/14/2021	289,248			GJ					\$4.14	Fix 011421 Worker's Comp Exp		
1/28/2021	285,850			GJ				\$8.27		GL Payroll Integration		
1/28/2021	288,907			GJ					\$4.14	fix 1/28 worker's comp expense		
2/11/2021	286,617			GJ				\$8.27		GL Payroll Integration		
2/11/2021	288,908			GJ					\$4.14	Fix 2/11 Worker's Comp Exps		
2/25/2021	287,310			GJ				\$8.27		GL Payroll Integration		
2/25/2021	288,909			GJ					\$4.14	Fix 02/25 Worker's Comp Exps		
3/11/2021	287,971			GJ				\$8.27		GL Payroll Integration		
3/11/2021	288,910			GJ					\$4.14	Fix 03/11 Worker's Comp Exps		
3/25/2021	288,616			GJ				\$6.40		GL Payroll Integration		
4/8/2021	289,196			GJ				\$6.39		GL Payroll Integration		
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				Totals:				\$54.14	\$24.01		\$30.13	\$30.13
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261-2202-56320-000-172				\$0.00			Land Records Conferences/Training/Seminars					
1/7/2021	284,772			GJ				\$500.00		2021 Budget Agreement		
2/10/2021	286,428	22210016		PMTRX WLI001 WLIA				\$125.00		LR-WLIA Spring Conference		
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				Totals:				\$625.00	\$0.00		\$625.00	\$625.00

Account	Trx Date	Jrnl No.	Voucher#	Beginning Balance	A/C Description	Debit	Credit	Trx Description	Net Change	Ending Balance
261-2202-56320-000-219				\$0.00	Land Records Other Professional Services					
2/10/2021	286,428	22210014	PMTRX	CLO005-CLOUDPOINT	GEOSPATI	\$3,790.00		LR-Building Footprints		
2/17/2021	286,891	22210023	PMTRX	USB002	US BANK	\$22.95		Credit Card Charges		
3/17/2021	288,217	22210035	PMTRX	USB002	US BANK	\$22.48		Credit Card Charges		
4/14/2021	289,309	22210044	PMTRX	CLO005-CLOUDPOINT	GEOSPATI	\$5,685.00		LR-Bldg Footprints 50% Complet		
				Totals:		\$9,520.43	\$0.00	\$9,520.43		\$9,520.43
261-2202-56320-000-221				\$0.00	Land Records Cellphone/Telephone					
1/31/2021	286,264		GJ			\$22.21		GL PHONE INTEGRATION		
2/28/2021	287,881		GJ			\$34.86		GL PHONE INTEGRATION		
				Totals:		\$57.07	\$0.00	\$57.07		\$57.07
261-2202-56320-000-230				\$0.00	Land Records PC Replacement					
1/1/2021	284,699		GJ			\$41.25		2021 PC Replacement		
2/1/2021	284,699		GJ			\$41.25		2021 PC Replacement		
3/1/2021	284,699		GJ			\$41.25		2021 PC Replacement		
4/1/2021	284,699		GJ			\$41.25		2021 PC Replacement		
				Totals:		\$165.00	\$0.00	\$165.00		\$165.00
261-2202-56320-000-311				\$0.00	Land Records Office Supplies					
2/16/2021	286,779	27210060	PMTRX	CDW001	CDW GOVERNMENT INC	\$9.00		KOFAX POWER PDF MAINT RENEWAL		
3/10/2021	287,776	22210032	PMTRX	STA098	STAPLES ADVANTAGE	\$72.29		LR-Office Supplies		
3/17/2021	288,217	22210033	PMTRX	STA098	STAPLES ADVANTAGE	\$293.79		LR-Office Supplies		
				Totals:		\$375.08	\$0.00	\$375.08		\$375.08
261-2202-56320-000-328				\$0.00	Land Record Dues					
2/10/2021	286,428	22210015	PMTRX	WLI001	WLIA	\$200.00		LR-2021 WLIA Membership		
				Totals:		\$200.00	\$0.00	\$200.00		\$200.00
261-2202-56320-000-511				\$0.00	Land Records Insurance					
1/1/2021	284,700		GJ			\$43.33		2021 Property Liability Ins		
2/1/2021	284,700		GJ			\$43.33		2021 Property Liability Ins		
3/1/2021	284,700		GJ			\$43.33		2021 Property Liability Ins		
4/1/2021	284,700		GJ			\$43.33		2021 Property Liability Ins		
				Totals:		\$173.32	\$0.00	\$173.32		\$173.32
261-2202-56320-000-531				\$0.00	Land Records Interdepartment Rent					
1/1/2021	284,698		GJ			\$86.00		2021 RENT		
2/1/2021	284,698		GJ			\$86.00		2021 RENT		
3/1/2021	284,698		GJ			\$86.00		2021 RENT		
4/1/2021	284,698		GJ			\$86.00		2021 RENT		
				Totals:		\$344.00	\$0.00	\$344.00		\$344.00
Grand Totals:				\$0.00		\$31,535.79	\$922.10	\$30,613.69		\$30,613.69

Total Accounts: 17