

# MINUTES OF THE JEFFERSON COUNTY LAND INFORMATION COUNCIL

ROOM 203, COUNTY COURTHOUSE  
320 S. MAIN ST., JEFFERSON, WI 53549  
8:30 A.M. ON WEDNESDAY, APRIL 20, 2011

Andy Erdman, Staci Hoffman, John Jensen, Rob Klotz, Joanne Larson, Todd Lindert,  
Steve Nass, Mark Watkins, Roland Welsch, Tom Wollin

1. **Call to Order**  
The meeting was called to order by Chairman Erdman at 8:30 a.m.
2. **Roll Call**  
All Council members, with the exception of Mark Watkins, were present. Phil Ristow, Corporation Counsel and Deb Magritz of the Zoning Department were also in attendance.
3. **Certification of Compliance with Open Meetings Law Requirements**  
Erdman verified that the meeting was being held in compliance with open meetings law requirements.
4. **Review of Agenda**  
No changes to the agenda were proposed.
5. **Public Comment**  
There was no public comment.
6. **Approval of August 26, 2010 Meeting Minutes**  
Motion by Jensen, seconded by Hoffman to approve the minutes as presented. The motion carried on a voice vote with no objection.
7. **Community Development Block Grant Award for Light Detection and Ranging (LIDAR) Terrain Mapping**  
Erdman reminded the Council that the Department of Commerce awarded Jefferson County \$225,000 in grant monies for LIDAR terrain mapping; the hope is to have the work completed in 2012.
8. **LIDAR Vendor Selection Process**  
Erdman posed a question as to whether there is a need to go out for competitive bids or whether Ayres and Associates can be chosen as our vendor because the grant was based upon an Ayres and Associates bid. He handed out a cost-comparison sheet that Dodge County had prepared, but cautioned that a lower bid may not give the same product. Ristow noted that we can use the consortium information from the grant application process and still meet grant requirements and County purchasing ordinance requirements. Erdman remarked that it would probably be good to get this under contract sooner rather than later. There was discussion regarding RFP timelines, and the security of the award. Klotz asked about integration issues and Erdman's knowledge of other vendors, to which Erdman responded that the others on the list were well-

respected companies. Erdman went on to explain the product and its usefulness to several departments. Hoffman responded that it is nice to know the vendor's quality of work and the assurance of having worked with them before. Ristow suggested that perhaps we can see what Ayres and Associates can give us for the dollar amount. Motion by Hoffman, seconded by Nass to ask Ayres and Associates for an updated quote, asking what can be negotiated and included for the same dollar amount. Motion carried on a voice vote with no objection.

**9. Register of Deeds Scanning and Redaction Projects**

Hoffman handed out an inventory of all of her documents pertaining to land records, and explained. She is working on an RFP to get the scanning completed, hopes to get it out next week and to County Board in June. She has most of the funds for the project already appropriated. It was noted that a copy of the information will be stored in three spots, two off site.

**10. Planning and Zoning Inventory of Non-Permitted Private Onsite Waste Treatment Systems (POWTS)**

Klotz reported that his Department has until 2015 to get every POWTS in the County inventoried. The inventory query is built, and mapping has begun for the 6,000 systems.

**11. County Surveyor Implementation of Land Records Modernization Plan Projects That Require GPS Surveys**

Erdman and Wollin reported that Wollin is getting close to finishing section corners for the County, but Erdman noted that the Land Records Plan has several projects benefiting multiple County departments that would require Global Positioning System surveys. There may be a need to put more Land Records funds toward supporting the County Surveyor position; the other option would be to contract out for the work to be done.

**12. Future Meeting Dates**

Erdman noted that a meeting may be needed in June.

**13. Adjourn**

Motion by Hoffman, seconded by Jensen to adjourn the meeting. Motion carried on a voice vote with no objection.

Rob Klotz, Secretary