

MINUTES

JEFFERSON COUNTY LAND INFORMATION COUNCIL

ROOM 203, COUNTY COURTHOUSE
311 S. CENTER AVE., JEFFERSON, WI 53549
8:30 A.M. ON TUESDAY, JULY 19, 2016

Andy Erdman, Staci Hoffman, John Jensen, Rob Klotz, Joanne Larson,
Todd Lindert, Jim Morrow, Steve Nass, Tracy Saxby, Mark Watkins,
Roland Welsch

- 1) Call to Order
The meeting was called to order by Erdman at 8:35 a.m.
- 2) Roll Call
Staci Hoffman and Roland Welsch were absent; all other Council members were present. Also present was Deb Magritz of the Zoning Department
- 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 and Approval of Agenda
Motion by Nass, seconded by Jensen to approve the agenda as presented. Motion carried on a voice vote with no objection.
- 5) Public Comment
There was no public comment.
- 6) Approval of December 16, 2015 Land Information Council Meeting Minutes
Motion by Nass, seconded by Jensen to approve the minutes as presented. Motion carried on a voice vote with no objection.
- 7) Communications
There were no communications.
- 8) Retained Fee and Grant Report for 2015
The report was handed out and explained by Erdman. The total amount of grants and retained fees provided through the WLIP in 2015 was \$107,680.
- 9) Report on Parcel Map Improvement Project – Andy Erdman
Erdman noted that the parcel maps were originally digitized by hand. To update those maps, Jefferson County received a Strategic Initiative Grant in the amount of \$50,000; \$10,000 in retained fees was added to that figure. A request for proposals was sent out, and Pro-West was selected to do the work. Four Towns on the County's northern border should be able to be remapped by the end of 2016. Hopefully another grant will be available in 2017.
- 10) Review of Geospatial Data Distribution Policies and Fees
There is a proposal for counties to provide data free of charge. We will look at our policies in the future to stay eligible for grants.

11) Discussion and Possible Action on the Draft 3 of the Wisconsin Land Information Plan 2016-2021

Copies of the draft were distributed by Erdman. Several policies listed in the Plan were discussed in detail. Benchmarks, open data policy, flying air photos every five years, having LIDAR flights every eight to ten years were several of the points discussed. Things such as development and road projects will dictate how often the Council would like to have air photos flown.

12) Discussion and Possible Action on Proposed Education and Strategic Initiative Grants for 2017

Revenues over \$100,000 limit eligibility for some funds, but we should be eligible for a \$50,000 Strategic Initiative Grant.

13) Discussion and Possible Action on Proposed 2017 Land Information Program Budget - Andy Erdman

Erdman handed out budget worksheets and explained each. He reported that we could carryover \$67,000 if everything goes as estimated. Costs associated with setting up Cloud storage, approximately \$5,000, were discussed. Costs associated with retrieval were also discussed.

As previously noted, a \$50,000 grant was received for the parcel map improvement project, with an additional \$10,000 used from retained fees.

Back scanning of Highway Department plans could be contracted out.

Back indexing for Register of Deeds Office will cost \$114,000 to allow for a 60-year search. Hoffman also has redaction fees available.

There was the suggestion of hiring an intern to finish floodplain digitization of structures.

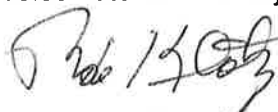
Other expenditures, including Carlson Survey software, File Director support, GIS software support, Pictometry, file-sharing services, equipment, software and registration fees were explained by Erdman and discussed.

The 2017 requested budget shows revenues at \$159,800, with carryover of \$67,816 for a total of \$227,616. Motion by Klotz, seconded by Nass to approve the budget as presented. Motion carried on a voice vote with no objection.

Klotz asked about potential scanning of Drainage Board maps. This has been identified as a long-range project.

14) Adjourn

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



Rob Klotz, Secretary

If you have questions regarding these matters, please contact the Land Information Office at 920-674-7254.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator at 920-674-7101 24 hours prior to the meeting so that appropriate arrangements can be made.