

**MINUTES OF THE  
JEFFERSON COUNTY LAND INFORMATION COUNCIL**

**Room 203, County Courthouse**

**311 S. Center Ave., Jefferson, Wi 53549**

**2:00 p.m. on Wednesday, June 19, 2019**

Andy Erdman, Staci Hoffman, John Jensen, Joanne Larson, Todd Lindert, Jim Morrow,  
Steve Nass, John Rageth, Tracy Saxby, Patricia Cicero and Matt Zangl

**1. Call to Order**

The meeting was called to order by Erdman at 2:00 p.m.

**2. Roll Call**

Council members Erdman, Hoffman, Jensen, Larson, Morrow, Rageth, Saxby, Cicero and Zangl were in attendance. Lindert and Nass were absent. Also in attendance was Deb Magritz.

**3. Certification of Compliance with Open Meetings**

Magritz verified that the meeting was held in compliance with Open Meetings Law.

**4. Review and Approval of the Agenda**

No changes were proposed.

**5. Public Comment (members of the public who wish to address the Council on specific agenda items must register their request at this time)**

There was no public comment.

**6. Approval of September 13, 2018 Land Information Council Meeting Minutes**

Motion by Hoffman/Jensen to approve the minutes as presented. Motion passed 9-0. Motion passed unanimously.

**7. Communications**

There were no communications.

**8. Retained and Grant Fee Report-Andy Erdman**

The report was projected onto the large screen, and copies were handed out to those present. Erdman explained that this is the last year for the parcel map improvement project. With those funds, new equipment for the County Surveyor was purchased; back indexing for ROD Office was funded; 2018 pictometry; software support for imaging and GIS; eight PCs; a large format plotter for LWCD, website development and consulting; miscellaneous office supplies; WI

student mapping and a scanning project. The drone program was also added. Erdman explained each category and noted that the report is filed with Department of Administration by June and is on their website.

**9. Report on the Register of Deeds Back Indexing Project – Staci Hoffman**

The rest of the data will be given to Hoffman by mid-July. Fidar will upload to Laredo. The years 1986 to the present will be indexed. The Register of Deeds Office staff will be working on year 1985.

**10. Report on the Parcel Map Improvement Project – Andy Erdman**

This project is nearing its end. The consultant is supposed to have their part completed by the end of this month. After that, Nicholl will work on the remaining 1,200 parcels. Erdman explained the project. We have been working on this since 2016.

**11. Report on Light Detection and Ranging (LiDAR) Terrain Mapping Project – Andy Erdman**

Erdman reported that we applied for a Federal grant this year with USGS for \$63,000. This will fund about half of a 3D elevation project. An additional \$50,000 will come from a Land Information Project grant, with the rest of the project funded by retained fees. This flight was flown this spring, working around leaf on, high water, snow and ice. This is improving on the 2012 flight with a higher resolution, allowing for one-foot contours. It is due to be completed in the early part of 2020. We were able to use grant funds while available.

**12. Report on the Small Unmanned Aircraft Systems (SUAS) Program – Andy Erdman:**

Erdman, Gerry Kokkonen and Joe Strupp from the Land and Water Conservation Department, and Derek Anderson from the Highway Department. The County purchased a drone, and did some flights at the County Parks, a stockpile survey for the Highway Department and a terrain model of Highway J between Highways C and State Road 106. There was also work done on a project on the old Highway Department site in the City of Jefferson. Questions were asked about scheduling the drone for Departmental use. The drone will likely be housed at the Highway Department, therefore Anderson and the engineering technicians at Highway would be the people to contact for its use.

**13. Report on Back Scanning of Building Plans and Drainage Board Records – Tracy Saxby**

Saxby reported that Human Services plans were the first to be done; and after that the Maintenance Department's building plans were scanned. Those were thought to be done, but more plans were found. These have been a help to contractors working in the building. Fair Park plans were started, and when that Department brings more to Saxby, she will continue the project. She also scanned the Farm Drainage Board records, and then more of those were brought to her attention. Erdman explained that the County is supposed to list farm drains

on tax bills. Saxby will continue to keep working on these.

**14. Report on Land Use Inventory by UW Whitewater Students**

The previous Land Use Inventory dates back to 2008. With the pictometry flight, this can be updated to 2018. This should be helpful with upcoming Comprehensive Plan updates and Agricultural Preservation and Land Use Plan updates, Erdman explained.

**15. Discussion and Possible Action on Proposed 2020 Land Information Program Budget**

Erdman spoke of the \$50,000 Strategic Initiative Grant, the \$1,000 Education Grant, and a Base Budget Grant if a County's Land Information Program budget revenues are less than \$100,000. He explained each category in the report, and noted that if all budget items were accomplished, \$985.60 would be left. He also explained the potential for working with WRock, a consortium doing work with 63 counties. The Planning and Zoning Committee has agreed that working with the consortium is probably the right way to go. A delay in enhancement projects could be considered if need be. Motion by Zangl/Morrow to approve the budget as presented by Erdman. Motion passed 9-0.

**16. Discussion and Possible Action on Proposed Education and Strategic Initiative Grants for 2020**

Erdman recommended using the Strategic Initiative grant to pay for orthophotography, LiDAR and back scanning projects. Grants come out in the fall, and need to be in by the end of the year. Hoffman felt that the Strategic Initiative grant may not be \$50,000. Erdman added that the Base Budget Grant may also be reduced. Motion by Hoffman/Saxby to use the grant funds for orthophotography and LiDAR projects first. Motion passed 9-0.

A huge thank you was given to Erdman for doing the budget work, and he in turned thanked everyone for their continued cooperation.

Motion by Jensen/Saxby to adjourn the meeting. Motion passed 9-0, and the meeting adjourned at 3:05 p.m.