

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

Steve Nass County Board Representative
Matt Zangl Director of Planning and Zoning
John Rageth MIS Director
Tracy Saxby Real Property Lister
Todd Lindert Public Safety Representative

Staci Hoffman Register of Deeds
John Jensen County Treasurer
Patricia Cicero Land & Water Conservation Director
Jim Morrow – County Surveyor
Joanne Larson Real Estate Representative

DATE: July 16, 2020
TIME: Beginning at 9:00 a.m.
PLACE: Room 205 of the Jefferson County Courthouse, 311 S. Center Ave., Jefferson, WI
OR via Zoom Videoconference

1. Call to Order

-Zangl Called to Order at 9:00am

2. Roll Call (Establish a Quorum)

-Council Members present were Naas, Zangl, Rageth, Saxby, Hoffman, Jensen, Cicero, Morrow and Larson
-Jefferson County Staff present were Kokkonen and Rowland
-Members of the public present were Frankie Fuller
-Not present was Jefferson Sherriff's Department - Lindert

3. Certification of Compliance with Open Meetings Law

-Zangl certified Compliance with Open Meetings Law

4. Election of Officers

-Zangl nominated for Chair by Hoffman. Morrow seconds. Zangl accepted. Nass motions that nominations be closed and that a unanimous ballot be cast for Zangl, Hoffman seconds. **Motion carried on a voice vote with no objection.**
-Nass nominated Cicero for Vice Chair. Hoffman seconds. Cicero accepted. Nass motions that nominations be closed and that a unanimous ballot be cast for Cicero, Saxby seconds. **Motion carried on a voice vote with no objection.**
-Hoffman nominated Saxby for secretary. Rageth seconds. Saxby accepted. Nass motions, Cicero seconds. **All in favor.**

5. Approval of the Agenda

-Cicero said her title needs to be changed and some spelling errors were found in the agenda.
-Hoffman motions to approve agenda, Morrow seconds. **All in favor.**

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

-No public comments

7. Approval of June 19, 2019 Meeting Minutes

-June 19, 2019 minutes to be approved at next meeting.

8. Communications

-None

9. Register of Deeds Report

-Hoffman said they haven't had so many documents since 2009. She also said Register of Deeds had two employees working from home and two in the office. She said that with the increase of customers, all are now back in the office. Register of Deeds has also been issuing other county's vital records. Hoffman also said they have just started the project to link parcel number, address and legal description with GIS mapping. The staff has back indexed over 20,000 documents and is indexed back to 1983.

Join Zoom Meeting

<https://zoom.us/j/92913780502?pwd=Qm5lNDgya3d0cVRKbHFLcVZMakY3dz09>

Phone Number: 1-301-715-8592

Meeting ID: 929 1378 0502

Password: 458078

10. Discussion of 2019 and 2020 Projects

a. 2019 LIDAR Data and related data

-Zangl explained that the project has been a multi-year project. Zangl said that we are only waiting on a few more things from the consultant which includes new layers. Kokkonen did a demo showing elevation projections, details on the program, data usage, building envelope feature and other layers. Kokkonen also did a demo of the City of Fond Du Lac's public GIS program.

-Zangl and Kokkonen also talked about finding a way to store data and reduce lag on the program.

b. 2020 Parcel Fabric Project

-Kokkonen gave an overview on the project. When the project is finished, it will cut down work by 1/3rd.

11. Discussion on the 2020 Year to Date Financial Report

- Zangl gave overview and project reserves might be needed for 2020.
- Zangl said the pictometry invoices are paid and complete. For the lidar project, the grants have helped with the cost.
- Zangl also mentioned that the past years have used some of the reserve funds.

12. Discussion and Possible Action on the 2021 Proposed Budget

- Zangl said for 2021 there will be no huge projects.
- Zangl said projects/budget items for 2021 include; back indexing project, website programing, software and licenses for programs.
- Hoffman asked about the server options for GIS data and public virtual server. Rageth explained options that could be taken which including MIS doing work for server or contracting the work.
- Zangl explained the Next Gen 911 project and estimated cost of \$5,000. Zangl said it can be done by the county or be contracted out. Zangl said the project should be completed in the next couple years.
- Kokkonen explained what the project entailed and purpose of the project.
- Land Information Office will need a plotter and licenses for drone operation will need to be renewed. Discussed was if staff's department should pay for licensing or Land Information Council's budget. Hoffman motions to approve using the Land Information Council's budget. Nass seconds. **All in favor.**

13. Discussion on 2023 Aerial Imagery

-Zangl explained having updated aerial imagery is helpful for the Zoning Department.

-Hoffman asked about contracting options and partnering with surrounding counties for the aerial imagery.

14. Discussion and Possible Action on Updating the Land Information Plan

a. Proposed topics/ideas to incorporate into the upcoming plan

-Cicero is looking into a possible groundwater quality mapping project in the future.

15. Possible Future Agenda Items

-None

16. Upcoming Meeting Dates

-Spring of 2021

17. Adjourn

-Cicero motions to adjourn, Nass Seconds. **All in favor. Meeting adjourned at 9:47am.**

Tracy Saxby, Secretary

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

A quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

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