

MINUTES OF THE JEFFERSON COUNTY LAND INFORMATION COUNCIL MEETING

*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 Dir.
Jim Morrow, County Surveyor
Joanne Larson, Real Estate Representative*

DATE: July 27, 2021
TIME: Beginning at 9:00 a.m.
PLACE: Rm 205, Jefferson County Courthouse, 311 S Center Ave., Jefferson WI

1. Call to Order

The meeting was called to order by Zangl at 9:00 a.m.

2. Roll Call (Establish a Quorum)

Council members Nass, Hoffman, Zangl, Rageth, Saxby and Morrow were in attendance. Lindert was attending via Zoom. Council members absent were Jensen, Cicero and Larson. Sarah Elsner and Deb Magritz of the Zoning Department, and Gerry Kokkonen of the Land and Water Conservation Department were also in attendance.

3. Certification of Compliance with Open Meetings Law

Zangl verified compliance with Open Meetings Law.

4. Approval of the Agenda

Motion by Nass/Morrow to approve the agenda as presented. Motion passed 7-0.

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 July 16, 2020 Meeting Minutes

Motion by Morrow/Hoffman to approve the minutes as amended, with “City” of Fond du Lac replaced by “County” of Fond du lac. Motion passed 7-0.

7. Communications

There were no communications.

8. Discussion on the 2020 Year to Date Financial Report

Zangl reported that we are waiting for the second half of a grant, and that there is one bill outstanding.

9. Register of Deeds Report

Hoffman noted that her office is having a great year, with 1,770 more documents having been recorded compared to this time last year, which was also a great year. Things have slowed slightly recently though. Revenues are up \$314,000 from this point last year as

well. Hoffman is keeping her revenue estimated budget low with the expectation of higher interest rates and inflation at the end of 2022.

10. Discussion of 2020 and 2021 Projects

a. Parcel Fabric Project

Zangl reported that the County partnered with Panda Consulting to help convert our parcel data to a parcel fabric module. They've helped guide the process, working with Kokkonen and Nicholl Ostopowicz to figure out what will work best for us. We are close to finalizing and implementing it into our current workflow. Parcel fabric will allow tracking how parcels have changed over time.

b. Road Centerline and NexGen911

Kokkonen explained that we sent out centerline info to Data Mark to populate left to right as needed to facilitate further analysis. Everything will be GIS based in NexGen 911 as part of our Land Records modernization. The State is also looking at assisting counties with some additional analysis. Zangl added that the NexGen standards haven't been created, but this was a good first step at working our centerline data into a module at a \$5,000 cost to the County.

c. Land Records Software

Zangl noted that Transcendent will be meeting here on July 28 with a demonstration of their product. The County is evaluating whether to outsource the project or to get the work completed in-house.

d. Web-based GIS

Zangl reminded those present of some of the issues with the online GIS system earlier this year. Adrian at MIS and Kokkonen have both learned a lot. Moving ahead we would like to work with an outside contractor for recommendations, perhaps some simple improvements we may be able to do.

11. Discussion and Possible Action on the Draft Land Information Plan

Zangl reiterated that this draft, which was in the Council's packet, is for a 3-year plan. The next step is for the draft to go to the Department of Administration, and then to the Planning and Zoning Committee and County Board for their approval by the end of the year. Zangl went on to explain the eighteen projects and goals in the draft.

Oral Rowland arrived at 9:16 a.m.

Morrow noted that the budget for PLSS was missing from page 37.

Motion by Hoffman/Morrow to approve the draft with the addition on page 37. Motion passed 7-0.

12. Discussion and Possible Action on the 2021 Proposed Budget

Zangl explained each of the line items. He added land records software; creation of a Land Conservation development module and a tax and pet licensing module based upon having MIS work on those projects. He also said that he'd add money for NextGen 911 at \$5,000.

Motion by Hoffman/Morrow to approve the proposed budget with the revision of adding \$5,000 for NextGen projects. Motion passed 7-0.

13. Possible Future Agenda Items

Council members should contact Zangl with any future agenda items

14. Upcoming Meeting Dates

None were chosen.

15. Adjourn

Motion by Morrow/Nass to adjourn the meeting. Motion passed 7-0, and the meeting adjourned at 9:28 a.m.