

**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 and Water Conservation Director
Jim Morrow County Surveyor
Joanne Larson Real Estate Representative*

DATE: July 21, 2022

TIME: Beginning at 1:00 p.m.

PLACE: Room 203 of the Jefferson County Courthouse, 311 S. Center Ave., Jefferson, WI

1. Call to Order

The meeting was called to order by Zangl at 1:01 p.m.

2. Roll Call (Establish a Quorum)

Committee members Zangl, Nass, Rageth, Saxby, Hoffman, Cicero and Larson were present. Lindert, Jensen and Morrow were absent.

3. Certification of Compliance with Open Meetings Law

Zangl certified compliance with Open Meetings Law.

4. Election of Chair and Vice Chair

Motion by Hoffman, seconded by Nass to nominate Zangl as Chair. Zangl accepted the nomination. Zangl called for other nominations. Hearing none, Nass made a motion, seconded by Cicero to close nominations and cast a unanimous vote for Zangl. Zangl was elected on a voice vote.

Motion by Nass, seconded by Cicero to nominate Hoffman as Vice Chair. Hoffman accepted the nomination. Zangl called for other nominations. Hearing none, Nass made a motion, seconded by Zangl to close nominations and cast a unanimous vote for Hoffman. Hoffman was elected on a voice vote.

5. Approval of the Agenda

Motion by Nass, seconded by Cicero to approve the agenda as presented, and the motion passed on a voice vote.

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

There was no public comment.

7. Approval of July 27, 2021 Meeting Minutes

Motion by Hoffman, seconded by Zangl to approve the July 27, 2021 minutes. Motion passed on a voice vote.

8. Communications

There were no communications.

9. Discussion on the 2021 and 2022 Year to Date Financial Report

Zangl explained that most expenses were internal projects for 2021. GIS and File Director licensing made up most of the expenses for the year to date.

10. Register of Deeds Report

Hoffman reported that County Board approved back-indexing allowing for a 60-year search. Her Office is down on recordings compared to 2021, but still meeting budget. Though recordings are down, revenues are up due to real estate sales. She spoke about the move to Woolen Mills.

11. Discussion of 2021 and 2022 Projects

a. Parcel Fabric Project

Zangl explained that this is a way to lay out parcel line, zoning, etc, to make them coincide a little bit better and to save time editing them. It also allows tracking the history of the parcel. The new server design will give more flexibility to improve more things.

b. NexGen 911

This is an emergency response initiative for the Sheriff's Department to get state-wide data into one uniform design. We are starting to work through the implementation and State grant funding for next year. This will be an on-going project for the next couple of years.

c. Land Records Software

This is the County-wide software for tracking land records information. It is going through some final testing. Zangl explained how this is used by many offices. It will also be used by local municipalities.

d. Web-based GIS

Zangl noted that we are working with a contractor on a new design, creating more servers and laying them out a little better. This will result in more quickness and reliability. We are still troubleshooting.

e. Other Projects

Discussion followed in the proposed budget.

12. Discussion and Possible Action on the 2023 Proposed Budget

Zangl explained line items. He went into detail about pictometry and options for 2023-2025 orthoimagery along with pictometry. Cicero suggested adding \$500 to "Office Supplies" and \$100 to "Meals." It was determined that we'll go with pictometry and remove the other two Land Records related items from the capital items (total of \$50,000.) Motion by Cicero, seconded by Nass to approve the 2023 budget with the changes proposed. Motion by Cicero, seconded by Nass to approve the 2023 budget with the changes proposed. Motion carried on a voice vote.

13. Possible Future Agenda Items

14. Upcoming Meeting Dates

The next meeting will be scheduled for the end of July, 2023.

15. Adjourn

Motion by Nass/Hoffman to adjourn. Motion passed on a voice vote, and the meeting adjourned at 1:46 p.m.

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.