

MINUTES OF THE JEFFERSON COUNTY LAND INFORMATION COUNCIL

ROOM 203, COUNTY COURTHOUSE
320 S. MAIN ST., JEFFERSON, WI 53549
8:30 A.M. ON TUESDAY, JULY 17, 2012

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

1. Call to Order

The meeting was called to order by Chairman Erdman at 8:35 a.m.

2. Roll Call

Erdman, Jensen, Klotz, Larson, Lindert, Nass, Watkins and Welch were present. Morrow was absent, and it was noted that Hoffman would be arriving later. Deb Magritz of the Zoning Department was in attendance to take minutes.

3. Certification of Compliance with Open Meetings Law Requirements

Erdman certified that the meeting was being held in compliance with open meetings law requirements.

4. Review of Agenda

Item #10 will be discussed when Hoffman arrives.

5. Public Comment

There was no public comment.

6. Approval of July 13, 2011 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 to discuss.

8. Imaging and Content Management System Replacement

Erdman reported that there is \$68,000 in the budget with additional monies available from non-Land Information budgets for a total of \$84,000. Requests for proposals were sent out, and five were returned. The five have been narrowed down to two vendors: Integrated Imaging with a product called File Director at an initial cost of \$68,500, and Security Micro Imaging with a product called On Base at an initial cost of \$113,000. Erdman went on to say that On Base may require additional support from MIS, perhaps a half-time employee, which is not likely with current budgets. Therefore, Erdman recommended that File Director be chosen. Jensen asked which departments use this type of program, and Erdman listed several. There was discussion regarding pros and cons of the system, and of document management in general. Welsch suggested an IT management plan be developed. Discussion ensued. Motion by Nass, seconded by Klotz to accept the bid from Integrated Imaging for File Director; motion carried on a voice vote with no objection.

There was further discussion regarding a position for a data content management position and possible Land Records Plan amendments.

9. 2013 Land Records Modernization Program Budget

Erdman handed out budget documents and a capital finance plan and explained the information.

Hoffmann arrived at 9:45 a.m.

Motion by Nass, seconded by Jensen to support the proposed budget. Motion carried on a voice vote with no objection.

10. Register of Deeds Scanning Project

Hoffman said that all the back scanning that was sent out has been completed. Social Security numbers are currently being redacted. Hoffman has asked for her part-time employee to go full time.

11. NR151 Tracking System for Farm Conservation Practices

Watkins noted that live data tracking is expected in six weeks in association with Working Lands and NR151.

12. LIDAR Terrain Mapping

Erdman reported that a Community Development Block Grant was received for photos flown in April of this year. Delivery is due in October, and they should be available shortly thereafter.

13. Private Onsite Sewer System Inventory

Klotz explained the legislative extension for this project, which now requires inventory by 2017 and implementation by 2019.

14. GIS Interface and Public GIS Website Replacement

Erdman explained this item and added that there are some funds in a previous budget. He proposes to contract some work out.

15. Proposed Legislation Changes to the Land Information Program

There is a proposal to keep the redaction funds, though three counties have already gone back to a \$25 recording fee. The Register of Deeds Association is not supportive of the proposal. Redaction fees sunset on December 31, 2014.

16. Adjourn

Motion by Jensen, seconded by Nass to adjourn the meeting at 10:15 a.m. Motion carried on a voice vote with no objection.

Rob Klotz, Secretary