

**LAND RECORDS COMMITTEE MINUTES    JUNE 11, 2010**  
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**Chairman Favorite called to order the meeting of the Vilas County Land Records Committee at 9:00 a.m., on Friday, June 11, 2010, in Conference Room #2, at the Vilas County Courthouse, Eagle River, Wisconsin.**

**Members Present:** Steve Favorite, Mary Platner, Fred Radtke, Ed Bluthardt and Jack Harrison

**Others Present:** Barb Gibson, Sherry Bierman, Gina Egan, Rebecca Nordine, Adam Grassl, Ken Anderson and Sue Schaab Kent

**Approve Agenda:** Motion by Bluthardt and seconded by Platner to approve the current agenda in any order at the Chair's discretion. All voted aye. **Motion carried** on a unanimous voice vote.

**Approve Minutes:** Motion by Radtke and seconded by Platner to approve the minutes of the meeting on March 24, 2010. All voted aye. **Motion carried** on a unanimous voice vote.

**Tax Listing Update:** Bierman requested permission to take on the duties of the Logistics Section Chief in the Incident Command Structure. Egan stated that Benson just retired from this position. Egan explained that Bierman would need training and attend a mass (flu) clinic. Egan went on to say that in this position Bierman would have 60 minutes to respond to a phone call and be at the courthouse within 2 hours. Motion by Bluthardt and seconded by Harrison to approve all training for Bierman to become the Logistics Section Chief. All voted aye. **Motion carried** on a unanimous voice vote.

**Internet Mapping Service Update:** Grassl gave a demonstration of the mapping services that would become available on the internet. He explained that he has been developing the County web mapping using the current mapping software since the On Point add-on software was unsuccessful when tested last year (10 minute wait for dial up users). Grassl stated that Kent tested it from her home dial up connection, and had waited 4 minutes for the initial load and then only approximately 15-30 seconds response on searches. Grassl explained there would be several levels of data available, with more information for people such as surveyors and title company personnel, and less information available with the dial-up users to improve speed. This web mapping is only available for testing at this time.

Gibson and the committee members discussed the need to make owner names available on-line to the public with the exception of law enforcement personnel, judges, etc. Gibson will place this on the next meeting agenda. Anderson stated that tax delinquent property is always published in the newspaper as a legal notice and CCAP has state tax warrants available on-line as public records.

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*(Internet Mapping Service Update continued)*

Grassl also demonstrated searching a lake by name with a listing of addresses for property owners on the lake. At this time the public would not get the owners name. However, in-house users would be able to access property owner names. Bierman asked how often the mapping is updated as the tax data is updated every night. Grassl said the mapping parcel changes are now updated monthly.

Grassl next presented sample map layouts for the Plat Book. The Land Information/Mapping Office has been requested to produce the County Plat Book in 2011. Anderson asked if we would be showing open and closed managed forest land property. The committee members discussed some of the issues of what information will be available on-line and in the Plat Book needs to still be decided and also presented to Public Property. Gibson directed Gibson to obtain direction from the Public Property Committee as to the layout design as well as content of data included within the plat book.

Gibson explained that the web mapping internet project has been going on for several years, and since On Point was unsuccessful, the software maintenance (\$8,000 annual from Land Records retained fees) could be directed to other projects. At the January 14, 2010 Public Property Meeting, Gibson was directed to reallocate a portion of the budgeted OnPoint software maintenance funds to reconfigure the web mapping service to ArcGIS WebService software. She indicated that this was the final phase of the Mapping Connectivity Project 2010 which was a successful joint project with both the Information Technologies and Sheriff Departments. The Connectivity Project would not have been a success without the hard work and cooperation of the IT Department, Sheriff Department, and Technology Management consulting firm.

**Addressing Update:** Nordine distributed the Fire Number Directory (Arbor Vitae) she has been working on for the past few weeks. She received many requests to produce these from Town Clerks, Sheriff and Fire department personnel. It shows the owner name, fire number, road name and tax listing computer number. Nordine said she will be producing the directories in a pdf digital file and then e-mailing them out. Next she discussed current readdressing projects. Saint Germain is in its final sign installation by Lange Company; Plum Lake is getting their signs printed and installed next month with the clerk sending letters to owners that required a change; Boulder Junction is working on completing their project (which began Oct. 2004) before fall. Nordine ended by thanking everyone for their efforts in replacing the Taurus with the Charger. She appreciates having a reliable and safer vehicle for doing verifications of addresses in the field. The members discussed who was responsible for if a road was public or private. Gibson stated it would be up to the town to determine whether or not to put up "Private Road" signs.

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**2010 Base Budget and Training and Education Grant Resolution:** Gibson presented this Grant Resolution for \$8,137 which has been approved by Milanowski. Gibson stated this money would go toward the cost of the new aerial photography, except for the \$300 which is only for training. Motion by Bluthardt and seconded by Platner to approve this Grant Resolution and forward to the County Board for approval. All voted aye. **Motion carried** on a unanimous voice vote.

**2010 Land Records Modernization 5 Year Plan 2010-2015:** Gibson and the members discussed this five year plan due October 1, 2010. Motion by Bluthardt and seconded by Radtke to approve this 5 Year Plan and forward to the DOA. Gibson will prepare resolution for County Board approval for August meeting. All voted aye. **Motion carried** on a unanimous voice vote.

**Flat Fee Legislation (SB507) Update:** Gibson discussed the Flat Fee handouts from Hansen. The new fee goes into effect on June 25, 2010. The extra \$5 per document will go toward redacting (blocking out) social security numbers on the digital version of recorded documents. Hansen will be reporting on this to the Finance Committee. This new legislation also requires the creation of an 8 member Land Records Council that Gibson explained. This item will be put on the next meeting agenda. Gibson to prepare resolution to form Council for next meeting.

**Redistricting:** Gibson was requested by Alleman that our office be involved in redistricting with meetings to begin in 2011 and distributed copies of the Redistricting Timetable from the State of Wisconsin. Census data will not be received until the end of this year. Bluthardt indicated that in the past this was a 3 member committee. Anderson asked who is responsible for the number of wards in a town. This would be something that would be decided and recommended by the Committee after the census data is reviewed. Favorite requested Gibson to put on the next meeting agenda and draft a resolution.

**County-wide Assessing:** Bierman stated this was discussed at her Spring District Meeting with Davis of the Bureau of Property Tax. This may be moving forward with a consortium. Each area would need to be 7,000 parcels. When asked, Bierman stated that assessors have to attend/take classes yearly. The State sets equalized value for assessors and the State is the one to enforce and regulate. She will keep the committee informed. The members discussed this issue and are still recommending being against this proposed new mandate.

**Land Records Update:** Gibson discussed the Land Records and Land Info/Mapping year-to-date budgets. She just received the bill from Ayres Associates for the first half payment of the 2010 aerial photography. The cost is less than the last flight as digital cameras (and not film) are being used. Gibson said the LDF Tribe may be contributing some funds towards this project. Motion by Bluthardt and seconded by Harrison to approve budget reports. All voted aye. **Motion carried** on a unanimous voice vote.

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**Out of County Travel:** Gibson requested permission for her and Nordine to attend the Spillman presentation in Waukesha May 11 (with prior permission by phone from Radtke) and for her to attend the WLIA Spring Regional Meeting June 3 & 4 (with prior permission by phone from Favorite). Motion by Bluthardt and seconded by Radtke to approve this travel. All voted aye. **Motion carried** on a unanimous voice vote. Gibson explained that the Mapping Department is having difficulty providing data for the Spillman software (GeoBase, mapping portion of Spillman), in the correct format required. The data format used by Spillman is an old version of data storage from what is currently being used in the Mapping Department which makes data management labor intensive. The Sheriff Department has recently upgraded to version 4.6 of Spillman. At the demo that Gibson, Nordine, Mike Duening (IT Dept.), and Gary Peske (Sheriff Dept.) attended, they learned that the Sentryx 6.0 version of Spillman will be able to access the map data in the current format that is used in the Mapping Dept. Projected timeline for this upgrade is sometime next year per the Spillman demonstration. Gibson stated that the Mapping Dept. provides data to this software only. Any questions concerning this software and the status of this project should be directed to Lt. Peske or Chris Kamps.

**Letters and Communications:** Gibson received data share agreements from the Town of Cloverland and the City of Eagle River for signatures.

**Public Comments:** None

**Board Concerns:** None. Favorite requested Gibson check with Milanowski to see if this is an item that should be on the agenda.

**Vouchers** were presented for approval. Motion by Bluthardt and seconded by Harrison to approve vouchers. All voted aye. **Motion carried** on a unanimous voice vote.

**Land Records**

Ayres Associates	50% completion of 2010 Aerial Photography	\$38,175.00
Technology Management	Public Access WebMap service	\$1,687.50
Barb Gibson	Mileage-WLIA spring meeting	\$125.00

**Next meeting** is scheduled for Friday, August 13, 2010, at 9:00 a.m. at the Vilas County Courthouse Conference Rooms.

**Adjournment:** Motion by Harrison and seconded by Bluthardt to adjourn the meeting at 11:05 a.m. All voted aye. **Motion carried** on a unanimous voice vote.

Submitted by: Sue Schaab Kent

**APPROVED BY LAND RECORDS COMMITTEE AT AUG. 13, 2010 MEETING**