

**Chairman Favorite called to order the meeting of the Vilas County Land Records Committee at 9:02 a.m., on Friday, June 3, 2011, in Conference Room #2, at the Vilas County Courthouse, Eagle River, Wisconsin.**

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

**Others Present:** Barb Gibson, Sherry Bierman, Rebecca Nordine and Sue Schaab Kent

**Absent:** Jack Harrison (excused)

**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 April 1, 2011. All voted aye. **Motion carried** on a unanimous voice vote.

**Closed Session:** Motion by Platner and seconded by Radtke to go into closed session at 9:04 a.m., pursuant to Wis. Stat. 19.85(1)(c) for the purpose of considering performance evaluation data of an employee over which the governmental body has jurisdiction or exercises responsibility. A roll call vote found the following members voting aye: Favorite, Platner, Radtke and Bluthardt. **Motion carried** on a unanimous voice vote.

**Open Session:** Motion by Platner and seconded by Radtke for adjournment of the closed session pursuant to Wis. Stat. 19.85(1)(c), and return to open session at 10:02a.m. All voted aye. **Motion carried** on a unanimous voice vote.

**Committee may consider ratifying any action taken in closed session:** Motion by Bluthardt and seconded by Platner that the performance evaluation as discussed and accepted during closed session was concluded in a satisfactory manner. All voted aye. **Motion carried** on a unanimous voice vote.

**Addressing Update:** Nordine reviewed the Boulder Junction readdressing project (to be completed this summer) with Lange. He was in the field the second week of May and she expects to receive the final data from him soon. At that time Lange also began his initial field collection for Manitowish Waters (GPS work to be completed this year and implemented in 2012). Land O'Lakes will be replacing their address signs next summer. Nordine is working with the town on which private roads will need to be named. As requested by Emergency Management, Nordine added functional needs facilities (Child Day Care, Assisted Living and Nursing Homes) to the map in dispatch showing location, number of occupants and contact information. Next, Nordine will be adding hazardous materials facilities to the dispatch map. Nordine has also issued 33 new fire numbers, changed 60 fire numbers and named 16 private roads.

**Tax Listing Update:** Bierman stated in the last 2 months there were 657 changes to computer numbers (includes changed, new and deleted parcels), she has received two books of completed tax rolls and one town has even completed their Board of Review.

**Land Records Update:** Gibson discussed the expense/budget spreadsheets with the members and indicated that everything is as anticipated, except that she does not believe that we will meet our expected revenue due to our maps and 2005 aerial photography being available on-line. She also stated the Land Records Program audit from 1990 to 2010 shows the carry over amount of \$131,515 in retained fees which will be the amount reported to the state.

**Wisconsin Land Information Base Budget, Education and Training Grant 2011 Resolution:** Gibson presented the Resolution for the Wisconsin Land Information Program Grants-In-Aid to Local Government Units in the amount of \$6,638.50 which has been approved by Milanowski. The members discussed the change made to include the budget being amended. Motion by Platner and seconded by Favorite to approve this grant resolution and forward to the County Board for approval. Voting aye were Platner, Favorite and Radtke. Voting nay was Bluthardt (objects to form change, not applying for grant). **Motion carried** on a voice vote.

**Transfer of AutoCAD license(s):** Gibson discussed the bid received from surveyor Greg Maines to transfer one 2012 AutoCAD Civil 3D License. However she was told by Milanowski this would be a sale of surplus property and should be advertised with a notice for bid to the public. Gibson explained that as we are progressing out of AutoCAD we would also have the basic 2012 AutoCAD Map in addition to the Civil 3D. The members discussed the minimum bids, \$1,000 for the basic, \$1,300 for the Civil 3D and the purchaser would also be paying a \$350 transfer fee for each license. Motion by Bluthardt and seconded by Radtke to approve putting these licenses out for bid. All voted aye. **Motion carried** on a unanimous voice vote. Motion by Bluthardt and seconded by Platner to postpone the offer from Maines. All voted aye. **Motion carried** on a unanimous voice vote.

**Land Information Council Meeting:** Gibson and the members discussed when to have the first yearly meeting of this council. It was decided to hold it jointly with the next Land Records meeting on Friday, September 2.

**Out of County Travel:** None

**Letters and Communication:** Gibson presented a data exchange and license agreement received from the Town of Manitowish Waters.

**No vouchers** were presented for approval

**Future meeting date:** Next meeting is scheduled for Friday, September 2, 2011, at 9:00 a.m. at the Vilas County Courthouse Conference Rooms.

**Adjournment:** Motion by Radtke and seconded by Platner to adjourn the meeting at 10:53 a.m. All voted aye. **Motion carried** on a unanimous voice vote.

Submitted by: Sue Schaab Kent

**Approved by the Land Records Committee at July 6, 2011 meeting**