

LAND RECORDS COMMITTEE MINUTES

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September 4, 2014

Chairperson Simac called to order the meeting of the Vilas County Land Records Committee at 1:00 p.m., on Thursday, September 4, 2014, in Conference Rooms # 2 & 3 at the Vilas County Courthouse, Eagle River, Wisconsin.

Committee Members Present: Simac, Rayala, Burkett, Ritter, Doyen

Committee Members Not Present: None

Others Present: Sherry Bierman, Joan Hansen, Debra Bohn, Barb Gibson, and Rebecca Nordine

Approve Agenda: Motion by Doyen and seconded by Burkett to accept 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 Rayala and seconded by Doyen to accept the minutes from the August 7, 2014 Land Records Committee meeting. Ritter requested clarification to a sentence in item b. of the Land Records Update. Gibson will fix the sentence and provide the corrected copy for review at the next committee meeting. Four members voted aye. Ritter abstained. **Motion carried** on a majority voice vote.

Tax Listing Update:

- a. Informative discussion: Bierman presented the committee information regarding Special District/special charges that can be levied and/or added to the property tax bills. This is just another way the tax rolls assists the taxpayers.
- b. Bierman presented the Tax Listing departments monthly financial report
- c. Bierman stated the Vacancy in the Tax Listing department due to retirement has been moved from September 30 to December 31, 2014. Doyen asked if a part time position was still effective; Bierman stated part time is still sufficient. Deb Bohn, HR Director, stated she has had conversations with managers regarding this position and felt this position can be shared with another department.
- d. Bierman informed the committee about attending the Fall Town & Village Workshop September 9, 2014 in Oneida County.

Land Records Update:

- a. **Land Info Modernization Plan Update** – Gibson reported that the WLIP Base Budget Grant had been received and is being used to update and print the Emergency Response Zone Atlas. This map book is 7 years old and needs updating due to the countywide readdressing activities since the Uniform Addressing Ordinance implementation in 2007.
Gibson also informed the committee that the Land & Water Conservationist requested maps for the Farmland Preservation Plan. Mapping will be using the LiDAR data in conjunction with the soils data to develop maps for the plan.
- b. **Financial Report** – Gibson presented the financial reports to the committee for Land Information/Mapping, Land Records, and Land Records Grant. No action taken.
- c. **Training Reports** – Gibson attended 2 training events: County Board Forum – Finance 101 and WDNR Flood Insurance Workshop.

Out of County Travel: Bierman informed the committee that she would be travelling to Oneida County for a workshop. Gibson informed the committee the 2 staff members would be attending the WLIA Fall

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Regional meeting in Green Lake. Adam Grassl has been asked to present the Surveying Mobil Editing App which he developed this year to the Wisc. Land Information Assn. membership. Gibson also informed the committee that three staff members would be attending the annual ESRI Wisconsin User Group conference in Wisc. Dells.

Letters and Communications: None

Future meeting date: Monday, November 10, 2014, at 11:00 a.m.

Adjournment: Chairperson Simac adjourned the meeting at 1:27 p.m.

Submitted by: Rebecca Nordine/Barb Gibson

Minutes reflect the recorder's notations and are subject to approval/change by the Land Records Committee.