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**WASHINGTON COUNTY
LAND INFORMATION COUNCIL**

Courthouse – Government Center
West Bend, WI

October 8, 2010
8:15 a.m.

PRESENT: Gerald J. Schulz, Brian W. Braithwaite, Eric Damkot, Jon Edgren, Dr. Jill Hapner, Peter Miller, Lt. Marty Schulteis (Sheriff's designee), and Scott Schmidt.

EXCUSED: Janice Gettelman, Sharon Martin, Carl Rowlands, and Debora Sielski.

ALSO PRESENT: GIS Analyst/Technician Michael Vander Sanden, GIS Analyst/Technician Karen Long, Katrina Hanson, and Chief Deputy Clerk Mary G. Lemke.

Chairperson Schulz called the meeting to order at 8:15 a.m. and the Affidavit of Posting was read.

Mr. Damkot introduced Katrina Hanson, the Realtor to serve on the Land Information Council. Introductions were made.

ELECTION OF LAND INFORMATION COUNCIL VICE-CHAIRPERSON

Mr. Damkot nominated Mr. Braithwaite as Vice-Chairperson. Moved by Mr. Damkot, seconded by Mr. Edgren to close nominations and cast a unanimous ballot for Mr. Braithwaite as Vice-Chairperson of the Washington County Land Information Council. Motion carried.

UPDATE ON THE APPOINTMENT OF A REALTOR TO SERVE ON THE LAND INFORMATION COUNCIL

Mr. Damkot stated that the Executive committee on September 21st approved the appointment of Katrina Hanson to the Land Information Council for an indefinite term. This appointment will go before the full County Board on October 26, 2010.

MINUTES OF JUNE 25, 2010

Moved by Ms. Hapner, seconded by Mr. Miller to approve the June 25, 2010, minutes as corrected, Page 2, Line 12, on this project and by September, IS will be loading. Motion carried.

RETAINED FEES STATUS REPORT/BUDGET UPDATE

Mr. Damkot distributed the Retained Fees Status Report dated October 8, 2010. This report shows an estimated balance December 31, 2010, of \$299,799.49. The Housing Data Internet Distribution Account shows an estimated balance December 31, 2010, of \$27,876.59.

WASHINGTON COUNTY LAND INFORMATION PLAN STATUS UPDATE

Mr. Damkot reported that at the September 8, 2010, the Planning Conservation and Parks Committee approved the 2010 Washington County Land Information Plan recommended by this committee without any changes. The plan will now be forwarded to the Department of

1 Administration to be reviewed. The Department of Administration has postponed the due date of
2 those plans until November 15, 2010.

3
4 **PROJECT UPDATES**

5
6 • **2010 Public Land Survey System (PLSS) Monument Maintenance Program
7 Phase II – Town of Erin**

8 Mr. Schmidt reported that Bonestroo will be starting the work on this project next
9 week. The budget amount for this is \$33,638. They would like to complete this by
10 the end of the year, weather permitting.

11
12 • **Oconomowoc River Floodplain Mapping**

13 Mr. Damkot updated the Commission on the status of the Oconomowoc River
14 Watershed Map Revision. Mr. Damkot stated that this project was started back in
15 2003, major funding for this part of the project came from Wisconsin Land
16 Information Program Grants, and additional funding came from retained fees, cost
17 shares by the Town of Polk, and at that time the Town of Richfield, and also a
18 contribution by SEWRPC. Mr. Damkot informed the committee that SEWRPC
19 finally completed and delivered the joint Wisconsin DNR, and FEMA floodplain
20 study and that we do have all the materials needed but we will hold on to everything
21 until next year at the DNR's request.

22
23 • **Rubicon River Floodplain Mapping**

24 Mr. Damkot presented an update on the Rubicon River Floodplain Mapping project.
25 Mr. Damkot informed the committee that SEWRPC prepared a letter of
26 agreement. Mr. Damkot, Mr. Schmidt, and Attorney Nass have reviewed this letter
27 and it is being routed for signatures. As soon as that letter of agreement is signed,
28 SEWRPC plans on putting the surveying portion of this project out for bid. The hope
29 is to get most if not all of the surveying work completed this year while weather
30 conditions are still favorable.

31
32 **Land Use Division Data Modernization/Integration Project**

33 Mr. Damkot stated that progress continues to be made on this project. The
34 preliminary data cross walk from the old system to the new system has been
35 developed and is being tested. Land Use will stop maintaining address information
36 for their pumping records and instead take that information directly from the Real
37 Property Lister's database.

38
39 • **Register of Deeds Document Scanning**

40 Mr. Damkot reported for Ms. Martin that US Imaging has shipped the raw image for
41 storage. US Imaging is sorting through the images and categorizing them and they
42 will be coming back on site to rescan any images they have missed or need to retake.
43 The ones missing from the raw images will also be added at a later date. Ms. Martin
44 will have two complete back-ups of historical images and when the project is
45 completed, every deed ever recorded in Washington County will be digital and
46 available electronically, going back to the 1830's.

1 **PRIORITIZATION OF SUBWATERSHEDS FOR POTENTIAL FUTURE**
2 **FLOODPLAIN STUDIES**

3 Mr. Damkot presented maps and informed the committee that in 2008 SEWRPC helped develop
4 a plan for improving the accuracy of Floodplain mapping in Washington County and at that time
5 we defined 12 projects based on watershed. In 2008, we also talked about high priority of these
6 projects. Mr. Damkot stated that his goal right now is to identify the next three to five
7 subwatersheds and to develop better cost estimates so that there are more informed discussions
8 while preparing for budgets. Mr. Damkot is asking for some guidance on what project should be
9 next after Rubicon. Mr. Edgren deferred to Planning & Parks for recommendations. Dr. Hapner,
10 and Mr. Schmidt will discuss this matter with the Land Use Division and get back to the
11 committee on their recommendations.

12
13 **PRESENTATION – HISTORY OF RETAINED FEES RECEIPTS AND**
14 **EXPENDITURES IN WASHINGTON COUNTY**

15 Mr. Damkot provided a Power Point presentation on the History of Retained Fees receipts and
16 expenditures in Washington County.

17
18 **AGENDA ITEMS FOR FUTURE MEETINGS**

19 Future agenda items include a presentation from Scott Schmidt on Monument Maintenance.
20

21 **NEXT MEETING**

22 The next meeting of the Washington County Land Information Council will tentatively be
23 Friday, December 10, 2010, at 8:15 a.m.

24
25 **ADJOURNMENT**

26 Moved by Mr. Braithewaite, seconded by Mr. Edgren to adjourn at 9:35 a.m. Motion carried.
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Brenda J. Jaszewski, County Clerk