

1 **LAND INFORMATION ADVISORY COMMISSION (Corrected)**

2
3 Courthouse – Government Center
4 West Bend, WI

February 5, 2010
8:15 a.m.

5
6 **PRESENT:** Gerald J. Schulz, Brian W. Braithwaite, Eric Damkot, Jon Edgren, Dr. Jill Hapner,
7 Sharon Martin, Peter Miller (arrived at 8:20 a.m.), Lt. Marty Schulteis (Sheriff’s designee), and
8 Debora Sielski.

9
10 **EXCUSED:** Carl Rowalds and Scott Schmidt.

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12 **ALSO PRESENT:** GIS Analyst/Technician Michael Vander Sanden, GIS Analyst/Technician
13 Karen Long, SEWRPC Representative Kenneth Yunker, and Deputy Clerk Patricia Nysse.

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15 Chairperson Schulz called the meeting to order at 8:18 a.m. and the Affidavit of Posting was
16 read.

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18 **MINUTES OF JANUARY 8, 2010**

19 Moved by Ms. Martin, seconded by Mr. Edgren to approve the January 8, 2010, minutes.
20 Motion carried.

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22 Mr. Miller arrived at 8:20 a.m.

23
24 **SOUTHEASTERN WISCONSIN REGIONAL PLANNING COMMISSION LAND**
25 **INFORMATION PROJECT UPDATES – KEN YUNKER, EXECUTIVE DIRECTOR**

26 Mr. Kenneth Yunker presented an update of SEWRPC projects with cooperation from
27 Washington County.

28
29 **LEGISLATIVE UPDATE**

- 30 • Proposed Flat Fee Legislation
31 Mr. Damkot stated that Senate Bill 507 would impose a flat fee of \$25 per
32 document filed in the Register of Deeds office.
33 • Countywide Assessment
34 Mr. Braithwaite handed out a summary of this proposal. Three main changes
35 presented in this proposal are eliminating equalized values, assessments would
36 occur at 100% value, and all assessment, except manufacturing, would be
37 performed by the County.
38

39 **UPDATE ON THE ACQUISITION OF B & H SURVEYING LLC FILES**

40 Mr. Damkot stated that B & H Surveying did not accept Washington County’s offer and
41 Continental Surveying purchased the files, excluding the field notes. Washington County would
42 accept the field notes as a donation only.

43
44 **RETAINED FEES STATUS REPORT**

45 Mr. Damkot distributed the Retained Fees Status Report dated February 5, 2010. This report
46 shows a balance December 31, 2009, of \$561,810.91, and an estimated balance December 31,

1 2010, of \$356,067.91. The Housing Data Internet Distribution Account shows a balance
2 December 31, 2009, of 112,057.84, and an estimated balance December 31, 2010, of \$16,897.84.

3 4 **PROJECT UPDATES**

- 6 • **2008 Public Land Survey System (PLSS) Monument Maintenance Program
7 Phase II – Town of West Bend**

8 Mr. Damkot stated B & H has submitted all 84 dossiers and Mr. Schmidt has
9 reviewed and approved all of them. They now have to be printed and submitted to
10 the County. Payment is being withheld until this project is completed.

- 11 • **2010 Public Land Survey System (PLSS) Monument Maintenance Program
12 Phase I – Town of Erin**

13 Mr. Damkot stated that the schedule for this project was moved forward. The request
14 for bids went out January 13, 2010, and bids are due today at 2:00 p.m., with PCPC to
15 award February 10, 2010.

- 16 • **Land Use Division Database Modernization and Document Scanning Project**

17 Mr. Damkot stated the scanner for this project is purchased and should be delivered
18 next week. There is a meeting with the selected vendor and IS today.

- 19 • **Census Data Update Programs**

20 Mr. Damkot stated the date of the census is April 1, 2010. GIS submitted the
21 Washington County address list. Approximately 300 to 400 addresses were rejected
22 and appeals were submitted.

23 24 **2009 PUBLIC LAND SURVEY SYSTEM (PLSS) MONUMENT MAINTENANCE 25 PROGRAM PHASE II – TOWN OF POLK PROJECT UPDATE AND CHANGE ORDER 26 REQUEST**

27 Mr. Damkot stated this project was awarded to Bonestroo and 39 dossiers were completed and
28 are being reviewed. There are 10 monuments remaining, which are either in low lying areas or
29 traffic control will be needed for these monuments. Because some monuments were found to be
30 unstable, a change order was requested. Moved by Ms. Martin, seconded by Mr. Miller to
31 approve and recommend to PCPC \$1,960.00 to fix the monuments in the Town of Polk. Motion
32 carried.

33 34 **DISCUSS AND CONSIDER PROJECT TO SCAN HISTORIC DOCUMENTS IN THE 35 REGISTER OF DEEDS**

36 Moved by Ms. Sielski, seconded by Mr. Edgren to recommend to PCPC to go with a single
37 source vendor, U. S. Imaging, for the project to scan the historic documents in the Register of
38 Deeds office in an amount not to exceed \$80,000. Motion carried.

39
40 Ms. Sielski was excused at 10:30 a.m.

41 42 **DISCUSS DRAFT LAND INFORMATION PLAN**

43 Mr. Damkot presented the partial draft 2010 Washington County Land Information Plan to give
44 this Commission an opportunity to review and discuss at a later date. Mr. Damkot stated he will
45 continue to work on the draft Land Information Plan, which will need to be completed this
46 summer. Moved by Ms. Martin, seconded by Ms. Hapner to recommend pursuing and possibly

1 advance to PCPC the funding to convert the 2005 Orthophotography format to use in the
2 dispatch center. Motion carried.

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4 **AGENDA ITEMS FOR FUTURE MEETINGS**

5 Future agenda items include the 2010 Land Information Plan update, Legislative updates, and
6 review the SEWRPC floodplain items.

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8 **NEXT MEETING**

9 The next meeting of the Land Information Advisory Commission will tentatively be Friday,
10 March 26, 2010, at 8:15 a.m.

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12 **ADJOURNMENT**

13 Moved by Mr. Damkot, seconded by Lt. Schulteis to adjourn at 10:59 a.m. Motion carried.

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Brenda J. Jaszewski, County Clerk