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**WASHINGTON COUNTY  
LAND INFORMATION COUNCIL**

Courthouse – Government Center  
West Bend, WI

January 13, 2012  
8:15 a.m.

**PRESENT:** Gerald J. Schulz, Brian W. Braithwaite, Eric Damkot, Janice Gettelman, Sharon Martin, Scott Schmidt, Paul Sebo, Debora Sielski, Marty Schulteis, and Jon Edgren.

**EXCUSED:** Peter Miller, Katrina Hanson, Carl Rowlands.

**ALSO PRESENT:** GIS Analyst/Technician Michael Vander Sanden, Chief Deputy Clerk Mary Lemke, and County Clerk Assistant Timmerly Tamborino.

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

**MINUTES OF NOVEMBER 4, 2011**

Moved by Ms. Martin, seconded by Mr. Schmidt to approve the November 4, 2011, minutes. Motion carried.

**RETAINED FEES STATUS REPORT/RETAINED FEES BUDGET UPDATE**

Mr. Damkot distributed the Retained Fees Status Report dated January 13, 2012. This report shows an estimated balance December 31, 2011, of \$594,830.02, and an estimated balance December 31, 2012, of \$125,981.02. The Housing Data Internet Distribution Account shows an estimated balance December 31, 2011, of \$103,782.05, and an estimated balance December 31, 2012, of \$63,796.05.

Washington County did receive a WLIP Training and Education grant in the amount of \$300.00. Register of Deeds was able to transfer \$11,076.06 from the Housing Account to the Social Security Redaction Account reducing the Housing Account budget. Mr. Damkot expects no change from last year for the projected revenues.

**2010 PUBLIC LAND SURVEY SYSTEM (PLSS) MONUMENT MAINTENANCE PROGRAM PHASE II – TOWN OF ERIN PROJECT UPDATE**

Mr. Schmidt stated Bonestroo did the work for this project and all but eleven dossiers have been delivered to Mr. Schmidt for review. The eleven remaining are in wetland and swamp areas and Bonestroo would like to wait until the ground freezes to complete these.

**2011 PUBLIC LAND SURVEY SYSTEM (PLSS) MONUMENT MAINTENANCE PROGRAM PHASE II – TOWN OF JACKSON PROJECT UPDATE**

Mr. Schmidt stated Capitol Surveying completed Phase One and is halfway through completion of Phase Two due to the mild weather.

**1 CEDAR CREEK/LAKE FLOODPLAIN MAPPING PROJECT**

2 Mr. Schmidt stated the County Board did not approve extra funding for multiple water sheds,  
3 and bids were sent out for this project. Bids are due back January 26, 2012. Department of  
4 Natural Resources offered to help with the Quality Control and Quality Assurance portion but  
5 have since found out that the individual handling this has retired from the DNR, which may  
6 extend the time schedule. This project should still be able to stay within the approved budget.

**7 REGISTER OF DEEDS DOCUMENT SCANNING**

8 Ms. Martin reported U.S. Imaging came in June 2010 to start the project and delivered the  
9 finished project in December 2011. Register of Deeds will load the information during the first  
10 quarter of 2012 and U.S. Imaging will come back if any records have been missed.

**11 2012 PUBLIC LAND SURVEY SYSTEM (PLSS) MONUMENT MAINTENANCE  
12 PROGRAM PHASE I WORK PLAN**

13 Moved by Ms. Martin, seconded by Mr. Edgren to bid out the Town of Hartford Phase 1  
14 Monument Maintenance work plan. Motion carried.

**15 SCANNED HIGHWAY PLAN INTEGRATION PROJECT**

16 Mr. Damkot created a PDF list online with links to scanned documents. The goal is to improve  
17 online access and integrate survey information. Mr. Damkot would like to take the allotted  
18 \$5,000 from the 2011 budget and move it to 2012 for a small consulting contract with a website  
19 contractor. Mr. Damkot is also looking for project committee volunteers.

20 Mr. Schmidt stated that old highway maps from the Real Property Lister's Office and the County  
21 Clerk's office can be scanned into the program. Mr. Damkot mentioned that some of the older  
22 documents might need to be bid out for scanning.

23 Moved by Ms. Martin, seconded by Mr. Edgren to approve non-lapsing \$5,000 for the Scanned  
24 Highway Plan Integration Project with the scope being presented to the Planning, Conservation  
25 and Parks Committee and referred back to the Land Information Council. Motion carried.

**26 OVERVIEW AND DEMONSTRATION OF TASK SPECIFIC GIS WEBSITES**

27 GIS Analyst Michael Vander Sanden presented a demonstration of the new GIS website.

**28 AGENDA ITEMS FOR FUTURE MEETINGS**

29 Contact Eric Damkot with future agenda items.

**30 NEXT MEETING**

31 The next meeting of the Washington County Land Information Council will tentatively be  
32 Friday, March 30, 2012 at 8:15 a.m.

**33 ADJOURNMENT**

34 Moved by Ms. Gettelman, seconded by Mr. Edgren to adjourn at 9:37 a.m. Motion carried.