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**WASHINGTON COUNTY
LAND INFORMATION COUNCIL**

Courthouse - Government Center
West Bend, WI

May 18, 2012
8:15 a.m.

PRESENT: Gerald J. Schulz, Brian W. Braithwaite, Eric Damkot, Sharon Martin, Scott Schmidt, Paul Sebo, Jon Edgren, Katrina Hanson, Debora Sielski, Marty Schulteis, and Carl Rowlands.

EXCUSED: Janice Gettelman and Peter Miller.

ALSO PRESENT: GIS Analyst/Technician Michael Vander Sanden, GIS Analyst Karen Long, Chief Deputy Clerk Linda Doro, 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.

ELECTIONS OF OFFICERS

Mr. Schmidt nominated Mr. Braithwaite as Vice-Chairperson. Moved by Mr. Damkot, seconded by Ms. Martin to close the nominations and cast a unanimous ballot for Mr. Braithwaite as Vice-Chairperson. Motion carried.

REVIEW DUTIES AND COMPOSITION OF THE LAND INFORMATION COUNCIL

Mr. Damkot presented a summary on the duties and responsibilities of the Land Information Council and reviewed §2.32 of the County Code relating to the Land Information Council. Mr. Damkot reported Mr. Miller will be submitting his resignation letter. Mr. Rowlands announced his resignation and will submit a letter to County Board Chairperson Tennes. Land Information Council members can submit committee member recommendations to Mr. Damkot and he will forward his recommendations to Chairman Tennes.

MINUTES OF MARCH 30, 2012

A correction was noted on Page 2, Line 35 and 36: ~~This joint effort saved the County approximately \$90,000~~ and Page 3, Line 6 and 7: **This joint effort saved the County approximately \$90,000.** Moved by Ms. Martin, seconded by Mr. Sebo to approve the March 30, 2012, minutes as corrected. Motion carried.

RETAINED FEES STATUS REPORT

Mr. Damkot distributed the Retained Fees Status Report dated May 18, 2012. This report shows an estimated balance December 31, 2012, of \$156,276.43. The Housing Data Internet Distribution Account shows an estimated balance December 31, 2012, of \$76,779.02

PROJECT UPDATES:

- **2010 Public Land Survey System (PLSS) Monument Maintenance Program Phase II – Town of Erin Project Update**

1 Mr. Schmidt reported Stantec is conducting the work and a meeting is scheduled with
2 Stantec next week to finalize this project.

3
4 • **2011 Public Land Survey System (PLSS) Monument Maintenance Program Phase II**
5 **– Town of Jackson Project Update**

6 Mr. Schmidt reported Capital Surveying is expected to complete the project within sixty
7 days, except for the four monuments located in the marsh.

8
9 • **2012 Public Land Survey System (PLSS) Monument Maintenance Program Phase I**
10 **– Town of Hartford**

11 Mr. Schmidt reported Continental Surveying Services was awarded the Phase 1 contract
12 for the Town of Hartford PLSS Monument Project, at a cost of \$3,180.

13
14 • **Cedar Creek Floodplain Mapping**

15 Mr. Schmidt reported staff met with Mach IV on April 5, 2012, to review the project
16 requirements. Mach IV has started with the base maps, and fieldwork will begin on May
17 22, 2012.

18
19 • **Vertical Control On-line**

20 Mr. Schmidt reported the GIS Division is working on scanning and mapping the Vertical
21 Control Benchmark books from SEWRPC dated 1997 to present. This data will be
22 available on-line within the next couple of weeks for local surveyors' use.

23
24 **Add-on to DNR's Risk Mapping Program in the Upper and Lower Rock Watersheds**

- 25 • Possible Action on the Specific Scope of this Potential Project

26
27 Mr. Schmidt reported on his discussions with CDM, a preferred contractor through
28 FEMA, regarding the Upper and Lower Rock Watersheds. A meeting is scheduled for
29 next Tuesday with CDM to discuss their proposal.

30
31 Supervisor Schulz left at 9:02 a.m.

32
33 Moved by Mr. Edgren, seconded by Ms. Sielski to authorize Mr. Damkot to contract with
34 CDM for the Rock River add-on, at a cost not to exceed \$55,000. Motion carried.

35
36 Ms. Hanson left at 9:31 a.m.

37
38 **Preliminary 2013 Retained Fees Budget Discussion**

- 39 • Possible Action on 2013 Retained Fees Budget Recommendation

40
41 Postponed until the next meeting.

- 42
43 • Possible Action on Land Information Long-Range Project Plan

44
45 Postponed until the next meeting.

46
47

1 **FUTURE AGENDA ITEMS**

- 2 • Rock River Update
3 • Follow-up on Dean Larson's Presentation
4 • Historic Tax Roll Scanning
5

6 **NEXT MEETING DATE**

7 The Washington County Land Information Council will tentatively meet on Friday, June 22,
8 2012, at 8:15 a.m.
9

10 **ADJOURNMENT**

11 Moved by Ms. Martin, seconded by Mr. Edgren to adjourn the meeting at 9:47 a.m. Motion
12 carried.
13
14
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16

Brenda Jaszewski, County Clerk