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**WASHINGTON COUNTY  
LAND INFORMATION COUNCIL**

Courthouse - Government Center  
West Bend, WI

June 22, 2012  
8:15 a.m.

**PRESENT:** Gerald Schulz, Brian Braithwaite, Eric Damkot, Sharon Martin, Scott Schmidt, Paul Sebo, Jon Edgren (arrived at 8:52 a.m.), Katrina Hanson, Debora Sielski, Marty Schulteis, and Janice Gettelman.

**ALSO PRESENT:** County Supervisor Mike Parsons, City of West Bend GIS Analyst Mark Stram, GIS Analyst/Technician Michael Vander Sanden, 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 MAY 18, 2012**

Moved by Ms. Martin, seconded by Ms. Sielski to approve the May 18, 2012, minutes as presented. Motion carried.

**LAND INFORMATION COUNCIL MEMBERSHIP UPDATE**

Mr. Damkot reported he formally received letters of resignation from Mr. Carl Rowlands and Mr. Peter Miller. The two citizen positions are vacant and committee members should submit referrals to Mr. Damkot.

**REPORT ON FEDERAL LEGISLATIVE EFFORT TO END THE AMERICAN COMMUNITY SURVEY**

Mr. Damkot reported the American Community Survey is continuously updated with results being released annually. This survey is an important piece of information for reporting on social and economic data. The Federal government is looking at possibly cutting funding for this survey from their budget. Mr. Damkot will keep the committee informed on any future changes.

**RETAINED FEES STATUS REPORT**

Mr. Damkot distributed the Retained Fees Status Report dated June 22, 2012. This report shows an estimated balance December 31, 2012, of \$158,132.36. The Housing Data Internet Distribution Account shows an estimated balance December 31, 2012, of \$77,396.24.

**PROJECT UPDATES:**

- **2010 Public Land Survey System (PLSS) Monument Maintenance Program Phase II – Town of Erin Project Update**
- **2011 Public Land Survey System (PLSS) Monument Maintenance Program Phase II – Town of Jackson Project Update**

Mr. Schmidt reported the twelve remaining monuments in the Town of Erin will be transferred from the 2010 Monument Maintenance Program with Stantec (formerly

1 Bonestroo) to the 2011 Monument Maintenance Program with Capital Surveying honoring  
2 the initial contract amounts made with Stantec.

3  
4 • **2012 Public Land Survey System (PLSS) Monument Maintenance Program Phase I**  
5 **– Town of Hartford**

6 Mr. Schmidt reported Continental Surveying is scheduled to start the fieldwork next week.  
7

8 • **Add-on to DNR's Risk Mapping Program in the Upper and Lower Rock**  
9 **Watersheds**

10 Mr. Schmidt reported the contract with CDM is at the County Attorney's office for review.  
11 The project cost is expected to be \$39,981.  
12

13 **CONSIDER AND POSSIBLE ACTION ON THE WORK PLAN AND SCHEDULE FOR**  
14 **THE HISTORIC TAX ROLL SCANNING PROJECT INCLUDED IN THE 2012**  
15 **BUDGET**

16 Ms. Gettelman contacted two companies, US Imaging and Digital Scantronics for the Historic  
17 Tax Roll Scanning Project, and has not heard back from either company. Both companies will  
18 work onsite and Mr. Damkot will assist with formatting for viewing.  
19

20 Mr. Edgren arrived at 8:52 a.m.  
21

22 **REVIEW OF PICTOMETRY FUNCTIONALITY AND JUNE 11, 2012 VENDOR**  
23 **DEMONSTRATION**

24 Mr. Damkot reported on June 11, 2012, a Pictometry presentation was given by Dean Larson to  
25 interested departments. Mr. Damkot distributed and discussed Pictometry prices and options.  
26 The committee discussed advantages of having the Pictometry functionality. Lieutenant  
27 Schulteis reported Rob Schmid, Emergency Management Coordinator, indicated there may be  
28 funds available from a surveillance grant that can be used toward this proposal.  
29

30 **2013 RETAINED FEES BUDGET DISCUSSION**

31 • **POSSIBLE ACTION ON 2013 RETAINED FEES BUDGET**  
32 **RECOMMENDATION**

33 Mr. Damkot distributed the draft Land Information Work Plan dated June 22, 2012. For 2013  
34 the expenses are as follows: Internet Fees Account - Internet Mapping Application Support in  
35 the amount of \$8,000, Retained Fees Account - Monument Maintenance Township 8 in the  
36 amount of \$50,000 and GIS Office Expenses in the amount of \$7,500. Moved by Mr.  
37 Edgren, seconded by Ms. Martin to recommend the PCPC approve the 2013 Retained Fees  
38 Budget and Internet Fees as presented. Motion carried.  
39

40 • **POSSIBLE ACTION ON LAND INFORMATION LONG-RANGE PROJECT**  
41 **PLAN**

42 Moved by Ms. Sielski, seconded by Mr. Edgren to approve the purchase of the Pictometry  
43 software, at a cost not to exceed \$50,000 and the annual maintenance of \$3,000 from 2014-  
44 2017 for 2013 Internet Fee Budget, and to also include the optional second flight to be flown  
45 in year five and not in year three as part of the contract, having the Land Information Council  
46 committee consider that option prior to year five. Motion carried.

1 **AGENDA ITEMS FOR FUTURE MEETINGS**

2 Mr. Damkot will work on future agenda items.

3

4 **NEXT MEETING**

5 The Washington County Land Information Council will tentatively meet on Friday, September 7,  
6 2012, at 8:15 a.m.

7

8 **ADJOURNMENT**

9 Moved by Ms. Martin, seconded by Ms. Sielski to adjourn the meeting at 10:15 a.m. Motion  
10 carried.

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Brenda Jaszewski, County Clerk