

**LAND RECORDS COMMITTEE MEETING**  
 January 9<sup>th</sup>, 2018  
 Oneida County Courthouse  
 Second Floor – Committee Room 2  
 Rhinelander, Wisconsin 54501  
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Committee Members	Lisa Zunker	Sonny Paszak
Mike Timmons	Greg Pence	Greg Oettinger

**Call to Order and Chair’s announcements.**

Chairman Paszak called the meeting to order at 9:30 a.m. in accordance with the Open Meeting Law noting that the meeting notice had been properly posted and the location is handicap accessible. All members present.

**Approve agenda for today’s meeting.**

Motion/Zunker/Oettinger to approve today’s agenda All ayes.

**Approve minutes of Land Records December 12<sup>th</sup> 2017 meeting.**

Motion/Paszak/Pence to approve minutes for the December 12<sup>th</sup>, 2017 meeting. All ayes.

**25 year Service Award for Register of Deeds Deputy 1 Employee.**

Franson reported to the committee that Nadine Wilson was recognized for 25 years of Service to Oneida County. Mrs Wilson spent 22 ½ years in the Planning & Zoning Department and the last 2 ½ years in the register of Deeds Office. The Committee thanked her for her service to Oneida County.

**Monthly bills, line item transfers, purchase orders, budget surveys, budget hearings, reports, plans, non-budgetary item requests.**

Motion/Timmons/Oettinger to approve monthly bills and line item transfer as submitted by the Register of Deeds Office. All ayes.

Motion/Zunker/Pence to approve monthly bills and line item transfer as submitted by the Land Information Office. All ayes.

**Staff members’ attendance at land-related meetings/seminars.**

Franson reported he will be attending the Wisconsin Register of Deeds Association in early January to be held in Green Lake Wisconsin.

Motion/Paszak/Zunker to approve attendance by Franson as discussed. All ayes

Romportl requested attendance for himself and Art Hilgendorf at the 2018 Wisconsin Land Information Association Seminar in March of 2018.

Motion/Timmons/Zunker to approve attendance by Romportl and Hilgendorf at the 2018 WLIA seminar in March 2018. All ayes.

**Request by adjoining landowners listed below to purchase excess right-of-way adjacent to roads listed below and act on resolutions to convey the excess right-of-way:**

DeMet, Fawn Lake Road & Horsehead Lake Road, Town of Cassian, part of the SW-NE, Section 3, T37N, R7E, Part of CA 565-3.

Meyer, Currie Lake Road, Town of Cassian, part of the NW-NE, Section 23, T37N, R6E, being parcel CA 339-4. Romportl explained that these are both standard applications for the purchase of excess right of way lands. In the case of the DeMet request an additional deed would be issued to the Town of Cassian for the sixty-six (66) foot wide right of way of both Fawn Lake Road and Horsehead Lake Road as long as the Town pays the \$30.00 dollar recording fee.

Motion/Oettinger/Pence to approve conveyance of both of the right of way parcels as presented above and forward resolution to County Board as a consent agenda item. All ayes.

**Vacancy Review for Register of Deeds Deputy 1 part time position.**

Franson report that Nadine Wilson tendered her resignation as of January 15<sup>th</sup>, 2018. The position is 75% time and the duties include interacting with the public, indexing, recording and scanning of documents. Franson reviewed the vacancy review form with the Committee and requested support in filling the vacant position.

Motion/Pence/Oettinger to recommend filling the soon to be vacated Register of Deeds Deputy 1 part time position. All ayes.

**Proposed update to Employee handbook call time policy for Land Information Staff.**

Romportl led a discussion on the current Hours of Work and Overtime policy in the employee handbook. He noted that recently department personnel worked in conjunction with law enforcement agencies to provide on-site mapping in the incident command center for a search of a person. The law enforcement agencies feel that mapping is a valuable resource and would like to continue the practice in future. Romportl met with Lisa Charbarneau to discuss the current language and pay and it was agreed to propose a change to the Employee Handbook as indicated in the document presented. Timmons recommended that the policy cover either if Emergency Management personnel or Sheriff Law Enforcement could request the assistance because the Towns Police may request Emergency Management and may not need Sheriff in some cases.

Motion/Timmons/Paszak to support the proposed call time policy but to include Emergency Management then forward to LRES for consideration. All ayes.

**ESRI – GIS Software Agreement.**

Romportl explained this is be a renewal of the current three year maintenance agreement. Would like authorization to enter into the agreement pending contract approval by corporation counsel.

Motion/Pence/Timmons to enter agreement pending corporation counsel approval. All ayes.

**10:00 AM Opening of the sealed bids received for tax foreclosed properties that were offered for sale with the bid deadline of 4PM, January 5<sup>th</sup>, 2018 and discuss/act/award bids.**

Romportl noted that the parcels offered for sale were published in the Northwoods River News legal section, and has a corresponding affidavit. He also noted that they was advertising in the classified sections of the other area news papers, online at the Oneida County website and a large emailing to interested parties. He also noted that adjoining landowners were contacted and informed by mail.

Bid results are below:

PARCEL	Bid - Name	Bid – Name	Bid - Name
<b>EN 773</b> , Town of Enterprise Min bid: \$39,000	\$40,500.00 Robert M. Archer Season L. Roy 2	\$45,000.00 Patrick Bougie Karen Bougie 1	
<b>PE 90-21</b> Town of Pelican Min Bid: \$7,900	\$3,333.00 Joseph O. Duchac	\$10,120.00 Matthew Wocelka 1	\$7,957.00 Robert T. Towne 2
<b>PI 59-14 &amp; PI 59-15</b> Town of Piehl Min Bid: \$4,900	\$5,500.00 Dean E. Knetzger Valerie Knetzger	\$5,001.00 James Scheffler	\$5,556.00 Carl R. Hansen Suzanne M. Hansen 2
<b>PI 59-14 &amp; PI 59-15</b> Town of Piehl Min Bid: \$4,900	\$6,001.05 John J. Theisen Mary S. Theisen 1	5,501.00 Jason Jacobs Jason Deruyter	
<b>PL 843</b> Town of Pine Lake Min Bid: \$9,900	\$10,510.00 William P. Mutter 2	\$10,800.00 Joshua Cleasby 1	
<b>RH 334</b> City of Rhineland Min Bid: \$8,900	\$12,231.00 Wisconsin Elite Sports Warhawks, LLC c/o Marc Nelson 2	\$12,778.00 Joseph D. Polinski Natalie D. Polinski 1	\$11,200.00 Wayne Kulhanek
<b>RH 334</b> City of Rhineland Min Bid: \$8,900	\$9,800.00 Joshua J. Cleasby	\$11,250.00 Desert Cactus Qrp, LLC c/o Frank Spina	

Motion/Pence/Timmons to reject bid by Joseph Duchac for PE 90-21 due to the bid being below the bid minimum. All ayes.

Motion/Timmons/Zunker to award to highest bidders: EN 773, \$45,000.00 to Patrick & Karen Bougie; PE 90-21, \$10,120.00, Matthew Wocelka; PI 59-14 & PI 59-15, \$6001.05, John J & Mary S. Theisen; PL 843 \$10,800.00, Joshua Cleasby; RH 334, \$12,778.00, Joseph D. & Natalie D. Polinski. All ayes.

**Resolution to sell tax foreclosed property to be forwarded to County Board.**

Motion/Zunker/Pence to forward a Consent Resolution to the County Board recommending to sell the parcels to the highest bidder as listed above. All ayes.

**Setting minimum bids and sale date of unsold tax foreclosed properties and discuss cleanup of tax foreclosed properties.**

The Committee discussed setting the following minimum bids:

**CA 490-20** Due to having been offered previously with no bids received, set minimum bid at \$2,500.

**CA 971-8** Due to having been offered previously with no bids received, set minimum bid \$50.

**CR 382** Due to having been offered previously with no bids received, set minimum bid \$100 for whole strip or \$50 each for each half.

**PL 343** Due to having been offered previously with no bids received, set minimum bid of \$29,000.

**WB 585** Due to having been offered previously with no bids received, set minimum bid of \$159,000.

Motion/Oettinger/Pence to set new minimum bids as listed above, and set a bid closing date of May 4<sup>th</sup>, 2018 and a bid opening date of May 8<sup>th</sup>, 2018. All ayes.

**Land survey of Section 12, T36N R4E, Town of Lynne and Sec 30 T36N R5E, Town of Little Rice.**

Romportl discussed with the committee the progress and procedures, information used in completing said surveys. He noted that he was ready to finalize the survey in Section 12, and was going to contact adjoining owners in Section 30 to discuss his survey results.

Motion/Zunker/Oettinger to authorize the signing, sealing and completion of survey in Section 12, and continue with survey in Section 30. All ayes.

**Public Comments/Communications.** There were no comments from public.

**Date of next meeting and possible items for the agenda.** February 13<sup>th</sup>, 2018 at 9:30 A.M.

**Adjournment.** Motion/Timmons/Zunkerer to adjourn the meeting at 10:55 A.M. All ayes.

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Sonny Paszak Chair Land Records

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Michael J. Romportl Staff Chair