

LAND RECORDS COMMITTEE MEETING

February 11, 2014

Oneida County Courthouse

Second Floor – Committee Room #2

Rhinelander, Wisconsin 54501

Committee Members	Denny Thompson, Chairman	Sonny Paszak
Mike Timmons	Jim Intrepidi	Greg Oettinger

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

Thompson 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 building and meeting room is handicap accessible. All committee members were present.

**Approve today's agenda & minutes of Land Records January 14, 2014 minutes.**

Motion/Timmons/Intrepidi to approve today's agenda with the option to move items around at the Chair's discretion and to approve the minutes of the January 14 meeting. All ayes.

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

None to report.

**Plotter/Printer bid opening.**

Two bids received were as follows:

Peterson T1100 Plotter \$500.00

Maines & Associates T1100 Plotter \$510.00

Motion/Paszak/Intrepidi to sell the T1100 plotter to the highest bidder Maines & Associates. All voting ayes.

**Land Records Committee and Information Office participation in Land Conservation County Highway Right-of-Ways Invasive Species Management Plan.**

Jean Hanson provided the committee with information regarding the Wisconsin Headwaters Invasive Partnership which is a coop between Vilas and Oneida Counties in order to fight invasive species on County & State Highways. Motion/Intrepidi/Paszak to authorize the Land Records Committee and Land Information Office to participate in the Land Conservation Multi-County Highway Right-of-Way Invasive Species Management Plan. All ayes.

**Resolutions to sell and/or recommendations for tax foreclosed properties to be forwarded to County Board; parcel numbers Woodruff, WR 388-1; Piehl, PI 296, 299, & 309; and Newbold, NE 401-9C.**

The state is interested in acquiring WR 388-1 since it is part of the forty they own and they do not want to deal with access issues to the landlocked parcel. Timmons he talked to Steve Peterson with the State Forest regarding this and the Town has no objection to selling it to the State. The state researched similar sales of parcels this size and has offered to purchase it for \$12,000. Motion/Paszak/Intrepidi to sell WR388-1 to the state for \$12,000 with a deadline date of November 1 and to forward the resolution to the county board as a non-consent agenda item. All ayes.

Motion/Timmons/Intrepidi to forward resolution on to county board as a consent item to sell PI 296, 299, & 309 to the second highest bidder because the highest bidder has withdrawn their bid. All ayes.

Resolution to suspend the sale of NE 401-9C will be on the County Board agenda for February 18<sup>th</sup>. Newbold Town Supervisor Ed Hammer informed the Committee that the Town would be researching the possibilities of developing a public boat landing on the property, not to be owned by the county.

**Update and set minimum bid(s) and sale date for unsold tax foreclosed properties and advertising and signing of properties.**

The following parcels were recommended to be put back on the market at the prices shown:

RH 426 (315 N Brown St) \$19,900

CR 164-9 (3324 Boyce Dr) \$29,000

HA1140 thru HA1147 (5747 Hwy 51) \$9,900

LT 495-4 (no address, landlocked) \$1,000

Motion/Intrepidi/Paszak to offer the above parcels for sale with bid deadline date of May 9<sup>th</sup> and the bid opening at the May 13th meeting at 10:00. All ayes.

**Action plan for Heal Creek County owned land in Town of Crescent Sections 10, 14 & 15 T36N R9E**  
Motion/Paszak/Timmons to authorize Romportl the Land Information Director to: Investigate existing and potential areas for access; Work with other county departments in researching options when their expertise may aid in developing a course of action; Consult with an Appraiser, Realtor or real estate specialist for appraisal, market analysis or marketing suggestions for selling all or part of the property; Make inquires of potential parties or entities that may be interested in purchase/trade or other arrangement; Research resources available on property i.e. timber, gravel, recreation, environmental etc; Seek input/suggestions from City, Town & State; Investigate advantages of entering area into County Forest Lands; Prepare recommendations for consideration by Land Records Committee and when ready for County Board consideration. All ayes.

**It is anticipated that the committee may go into closed session pursuant to Sec. 19.85(1)(e) of the Wisconsin statutes for deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session. (111 E Davenport St).** Motion/Intrepidi/Timmons to go into closed session. Roll call vote taken. All ayes.

Discussion held in closed session.

**It is anticipated that the committee will return to open session and may ratify any matter(s) discussed in closed session.**

Motion/Paszak/Timmons to return to open session. Roll call vote taken. All ayes.

Thompson announced that in closed session the committee discussed an offer received to purchase 111 E Davenport St. A motion was made by Timmons/Paszak to forward the offer on to County Board and to include copies of the offer to the county board members indicating "confidential". All ayes.

#### **Update on LiDAR elevation project**

The full pilot area has been delivered and is under final review. The remaining county to be delivered in April – June.

#### **LTE request to index old town road records.**

Motion/Thompson/Paszak to approve a Limited Term Employee (LTE) to work up to 600 hours at \$10.76/hr in the Land Information Office indexing the old town road records that we currently have in order to make them more accessible to people. The monies for the LTE would come out of the land records project account. All ayes.

#### **Register of Deeds software agreements for online services and fees.**

The software and the consultant doing the redaction of the documents will cost around \$60,000 and they are currently working with Information Technology Services (ITS) department here at the County. In addition to the redaction, the hours that are being worked by Julie in ITS for this project will be paid for through the Land Records Redaction fees. Franson addressed the need to purchase software from our current land records vendor at the cost of \$5200. This will allow the back scanned, redacted documents prior to 1997 to be available online to the public at a later date. Franson is currently working with Desmond from Corporation Counsel on the approval of the software agreement. Franson also addressed the committee for approval of a \$5 convenience fee, in addition to the statutory copy fee, to cover the additional fees when processing credit cards in LandShark. Motion/Intrepidi/Paszak to approve a \$5 convenience fee to the public for using

LandShark at the point when he is able to get the credit card process completed and ready to go online. All ayes.

Franson talked to Margie in Finance about setting up escrow payment accounting in his office which would make the monthly billing process much more efficient. Franson has also worked with Desmond in Corporation Counsel on the escrow agreement. Motion/Paszak/Intrepidi to allow Franson to move forward with their billing procedure from an invoice to an escrow payment process. All ayes.

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

Motion/Paszak/Intrepidi to approve monthly bills, line item transfer and blanket purchase orders for Land Information Office. All ayes.

Motion/Thompson/Intrepidi to approve monthly bills for Register of Deeds. All ayes.

**Public Comment/Communications.**

None were presented

**Date of next meeting and items for agenda.**

Next meeting will be on March 11, 2014 at 9:30.

**Adjourn.**

Motion/Intrepidi/Paszak to adjourn the meeting at 11:20 A.M. All ayes.

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Denny Thompson  
Sonny Paszak

Chair Land Records  
Vice Chair Land Records

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Michael J. Romportl, Staff Chair