

LAND RECORDS COMMITTEE MEETING

April 10, 2012

Oneida County Courthouse  
Second Floor – Committee Room #2  
Rhineland, Wisconsin 54501

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Committee Members	Gary Baier, Chairman	Sonny Paszak
David O'Melia	Denny Thompson	Peter Wolk

**Call to Order.**

Baier called meeting to order in accordance with the Open Meeting Law at 9:35 a.m., noting that the meeting notice had been properly posted and that the building and meeting room are handicap accessible. All committee members were present except for O'Melia. Staff members present were Romportl, Desmond, Leighton and Brunette.

**Approve Agenda/Minutes.**

Motion/Paszak/Thompson approving today's Land Records Committee agenda. All ayes.

Motion/Thompson/Wolk approving the minutes of the March 13, 2012 meeting. All ayes.

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

Romportl informed the committee of the WLIA meeting coming up on May 17<sup>th</sup> and 18<sup>th</sup> in Minocqua.

Motion/Thompson/Wolk approving staff attendance at the WLIA meeting May 17<sup>th</sup> and 18<sup>th</sup>. All ayes.

**Request for use of building at 1103 Thayer St. or 111 E. Davenport by Rhineland Railroad Association displays.**

Romportl stated that a request was made to the Buildings and Grounds Committee to use either the Thayer Street property or the WPS building for a model railroad display. The Buildings and Grounds Committee directed the request to the Land Records Committee. Romportl said that this organization would need approximately 1000 square feet. The Thayer Street property we hope to sell quickly so that may not be a good idea to have them set up their display there as it is a lot of work to set it up and then take it down. We also have a problem with the WPS building as there are no handicapped accessible bathrooms.

Motion/Thompson/Paszak to postpone any decision on the Rhineland Railroad Association request until direction is given to the staff to develop a use policy for these buildings. All ayes.

**Opening of GPS bids and recommendation.**

Romportl said that Planning and Zoning budgeted \$15,000 and his department budgeted \$5,000 for the purchase of a GPS unit. He said he received one bid from Seiler Instruments from the Milwaukee area. Seiler submitted a bid of \$19,995 which also includes a 3B handheld unit. The Highway and Forestry Departments would also be using the unit.

Motion/Wolk/Thompson approving the bid from Seiler in the amount of \$19,995.00 and authorizing funding from Planning & Zoning Department and Land Information Office. All ayes.

**Status of former WPS building (111 E. Davenport St.) and Department on Aging Building (1103 Thayer St).**

Romportl reported that a church group viewed the Department on Aging Building but he has not heard anything further. The committee did not go into closed session.

**Use policy for county owned real property or buildings under Land Records Committee jurisdiction per Chapter 18 of County Code.**

Romportl told the committee that he anticipates there may be others that want to use our buildings. Desmond recommended that we only allow County offices to use these buildings as we do not need the additional liability. Brunette told the committee that they take requests for use of the building on a case-by-case basis. These are usually for meeting rooms that are located in the Courthouse.

Motion/Wolk/Paszak requested Desmond to work out a use policy for the buildings the Land Records Committee has jurisdiction over and bring it back to the committee for their consideration. All ayes.

**Request for Department on Aging to use building at 1103 Thayer St. or 111 E. Davenport St. for rummage sale.**

Dianne Jacobson, Director of the Department on Aging, requested to have a rummage sale at the Thayer Street building. They plan on being in the new building by mid-May. The rummage sale would be sometime in June. Tentatively, the committee said yes but will need to know the exact date.

**Public use of county land in NE-SW Sec. 7, T36N, R9E., Town of Pelican**

Romportl said that a nearby resident contacted him to see if he could target shoot on county land in the NE-SW Sec. 7, T36N, R9E and brought to his attention that the area was being heavily used by ATVs and there was scattered garbage on the property. At one time the forty was used as a shooting range for the City and Sheriff's Department. Romportl viewed the property and found that people were running ATVs through the old range and had a track, trails and jumps in the area. After discussion with Desmond and Baier, it was recommended to put up "no ATVs" signs and flagging on the cable across the entrance. Desmond recommended contacting Freeman at the Highway to have his staff clean up the rubbish and level the area around the old range and keep the entrance blocked.

Motion/Thompson/Wolk authorizing Romportl to consult with the Highway or Forestry Departments to level the area, clean up the garbage and put up "No Trespassing" signs on the buildings to limit our liability. All ayes.

The committee directed Romportl to contact the resident and let him know that we can not prohibit him from target shooting and caution him on the use of that site and suggest to him there are plenty of other public lands to use other than this one.

**Branham Road Right of Way up-date, Three Lakes, Sec. 29, T38N, R11E.**

Desmond said he received an email today from Mr. Eiden. He said all parties would quit claim any interest they have in the property to the County to cleanup any future claim they may have in the road. Romportl noted that the surveyor contacted him and told him he was working on the descriptions for the conveyance of the road.

**Census boundary and annexation agreements with county, towns and municipalities to provide updates.**

Romportl said that every year the census sends the town clerks a boundary map and asks them to update their boundary. The towns then call us and ask us what they should do with it. They have a program whereby if we can get an agreement from all the towns then they would just send it to the County and the County would be responsible for updating on behalf of the towns and city. Romportl recommended that we take this to the Finance Committee to participate in a joint program with the towns and census when they request geographical data and the County would be the one to respond as a whole.

Motion/Thompson/Wolk to pursue this agreement with the Towns and Census Bureau to take over the functions of updating the boundaries for the Census. All ayes.

**Fees for public land corner preservations in advance of road construction.**

Romportl informed the committee that about five years ago we adjusted the fee schedule for corner certification to \$100 per corner. He suggested paying \$125 per corner and if a special situation arises where it would cost more he could negotiate a fair price with the surveyor.

Motion/Thompson/Paszak to change the fee to \$125.00 and authorizing Romportl to negotiate the price in special circumstances. All ayes.

**Deputy vacancy in the Register of Deeds.**

Leighton asked approval from the committee to have his deputy vacancy filled.

Motion/Wolk/Paszak to approve the hiring of a deputy in the Register of Deeds and forward on to LRES for their approval. All ayes.

**Review/Act on monthly bills, line item transfers, purchase orders, budget surveys/report and non-budgetary item requests: a. Register of Deeds b. Land Information**

Motion/Thompson/Paszak to approve the Register of Deeds bills as presented. All ayes.

Motion/Thompson/Wolk to approve the Land Information Office bills as presented. All ayes.

Romportl informed the committee that a composite map of the plat book disappeared last Monday. Chief Deputy John Sweeney recommended filing a complaint with the Sheriff's Department and they would investigate the matter. Romportl indicated there have been other incidences where things have been reported missing over the last couple years.

He also informed the committee that the GIS server has been down for over a week. ITS Department is working on this critical situation.

**Land Information Director goal review/update.**

Romportl reviewed his personal goals with the committee.

Motion/Paszak/Wolk to approve the Land Information Director's goals update. All ayes.

**Public Comment/Communications.**

No public comments were made.

**Discuss/Act on date of next meeting and items for agenda.**

The next meeting will be held on Tuesday, May 8<sup>th</sup> at 9:30 a.m.

**Adjourn:** Motion/Wolk/Thompson to adjourn the meeting at 11:17 a.m. All ayes.

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Gary Baier  
Chairperson

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Michael J. Romportl  
Staff Chairperson