

RESOLUTION # 25-2024

Resolution to Request Additional Coronavirus Local Fiscal Recovery Fund (CLFRF) allocated to Oneida County through the American Rescue Plan Act (ARPA) for the Purpose of Back Indexing Online Tract with the Register of Deeds.

Resolution offered by the Supervisors of the Administration Committee.

Resolved by the Board of Supervisors of Oneida County, Wisconsin:

WHEREAS, The American Rescue Plan Act (ARPA) amends Title VI of the Social Security Act by adding Sections 602 and 603 establishing the Coronavirus Local Fiscal Recovery Fund (CLFRF); and

WHEREAS, the County Board authorized the use of \$102,000 in CLFRF funds via Resolution # 92-2022 to fund the costs associated with indexing documents; and

WHEREAS, the continuation of the back indexing project for an additional \$54,000 of funds will allow for a higher volume of documents spanning 30 plus years is to the benefit of any party with an interest in searching tracts on-line; and

WHEREAS, the Capital Improvement Program Committee is in agreement and recommends the change-order costs be funded using CLFRF funds bringing the total CLFRF funds associated with this program or project to \$156,000; and

THEREFORE, BE IT RESOLVED, by the Oneida County Board of Supervisors that this project be funded using CLFRF funds; and

BE IT FURTHER RESOLVED, by the Oneida County Board of Supervisors that by Adoption of this resolution the project / program will be reevaluated annually as part of the budget process to determine need and available funding for future years.

Vote Required: Majority =  2/3 Majority = \_\_\_\_\_ 3/4 Majority = \_\_\_\_\_


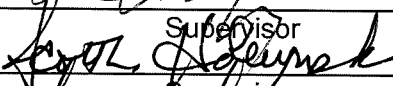
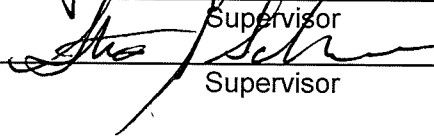
The County Board has the legal authority to adopt: Yes  No \_\_\_\_\_ as reviewed by the Corporation Counsel, \_\_\_\_\_, Date: 2.13.24

Approved for presentation to the County Board by the Administration Committee this 12<sup>th</sup> day of February, 2024

Consent Agenda Item:  YES  NO

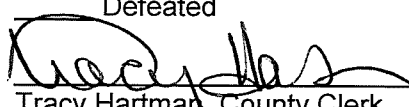
Offered and passage moved by: [Signature] Supervisor  
[Signature] Supervisor

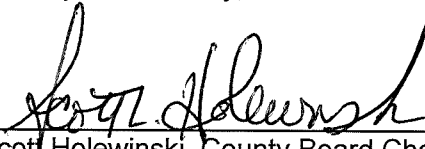
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Supervisor  
  
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Supervisor

20 Ayes  
0 Nays  
1 Absent  
0 Abstain  
X Adopted

by the County Board of Supervisors this 20<sup>th</sup> day, of February, 2024.

Defeated  
  
\_\_\_\_\_  
Tracy Hartman, County Clerk

  
\_\_\_\_\_  
Scott Holewinski, County Board Chair

Consent Agenda - February 20, 2024

Supervisors	AYE	NAY	ABS	ABSTAIN
Schultz	X			
Jensen	X			
Fried	X			
Condado	X			
Hanus	X			
Winkler	X			
Roach	X			
Ryden	X			
Schreier	X			
Almekinder	X			
Briggs	X			
Rio	X			
Timmons	X			
Cushing	X			
Showalter	X			
Newman	X			
Sorgel	X			
Oettinger	X			
Harris	X			
Fisher	X			
Holewinski	X			
TOTALS	20		1	
TAGS				

Resolution # 17 – 2024: Offered by the Supervisors of the Land Records Committee approving conveyance of part of excess county lands LY-420-1 to Gary S. Heinitz and Kathleen S. Heinitz Revocable Trust and the Town of Lyme.

Resolution # 18 – 2024: Offered by the Supervisors of the Land Records Committee approving conveyance of part of excess county lands MI-2257-2 to Andrew Alesauskas and Madison Alesauskas and the Town of Minocqua.

Resolution # 19 – 2024: Offered by the Supervisors of the Land Records Committee approving conveyance of tax foreclosed and other county real estate ST-208-2 to Paul Jones.

Resolution # 20 – 2024: Offered by the Supervisors of the Land Records Committee approving conveyance of part of excess county lands LR-181-1 to Richard L. Bertram and Linda Bertram.

~~Resolution # 21 – 2024: Offered by the Supervisors of the Land Records Committee approving conveyance of part of excess county lands TL-135-45 to Robert H. Miller and Sandra L. Miller.~~

Resolution # 22 – 2024: Offered by the Supervisors of the Land Records Committee approving conveyance of part of excess county lands PE-76-7 to Martin G. Berger and Jean M. Berger.

Resolution # 24 – 2024: Offered by the Supervisors of the Administration Committee to return Coronavirus Local Fiscal Recovery Fund (CLFRF) back to Oneida County through the American Rescue Plan Act (ARPA) contingency account due to United States Treasurer (UST) November 2023 Interim Final Rule.

Resolution # 25 – 2024: Offered by the Supervisors of the Administration Committee to request additional Coronavirus Local Fiscal Recovery Fund (CLFRF) allocated to Oneida County through the American Rescue Plan Act (ARPA) for the Purpose of Back Indexing Online Tract with the Register of Deeds.

Resolution # 26 – 2024: Offered by the Supervisors of the Administration Committee to request Coronavirus Local Fiscal Recovery Fund (CLFRF) allocated to Oneida County through the American Rescue Plan Act (ARPA) for the Purpose of Replacing the Mobile Device Computers (MDCs).

Resolution # 27 – 2024: Offered by the Supervisors of the Administration Committee to request ~~Coronavirus Local Fiscal Recovery Fund (CLFRF) allocated to Oneida County through the American Rescue Plan Act (ARPA) for the Purpose of Paperless Meetings Initiative.~~

Resolution # 28 – 2024: Offered by the Supervisors of the Administration Committee to request ~~Coronavirus Local Fiscal Recovery Fund (CLFRF) allocated to Oneida County through the American Rescue Plan Act (ARPA) for the Purpose of retaining Plich and Barnet to Create a Comprehensive Printed Map Booklet.~~

Appointments to Committees, Commissions and other Organizations:  
 Scott Holewinski and Robb Jensen - North Central Regional Plan Commission – Joint Commissioner submission to the Governor’s Office  
 Appoint Terri Hook to the Local Emergency Planning Committee replacing Dan Hess  
 Appoint Keven Misiak to the Local Emergency Planning Committee replacing Jason Goeldner  
 Re-Appoint Rita Mahner to the ADRC Committee with a 3-year term expiring March 31, 2027

Proposal to:

**Verify and Index back to November 1980 Land Records**

Presented to:

**Oneida County Register of Deeds  
1 S Oneida Avenue  
Rhineland, WI 54501**

Presented by:

**US Imaging, Inc.  
400 S. Franklin Street  
Saginaw, MI 48607  
[www.us-imaging.com](http://www.us-imaging.com)**

Rhonda Olson  
Northern Account Manager  
[rolson@us-imaging.com](mailto:rolson@us-imaging.com)  
(989) 928-1559

August 16, 2022

**Amended December 19, 2023**

# US Imaging

December 19, 2023

Kyle Franson  
Oneida County Register of Deeds  
1 S Oneida Avenue  
Rhinelander, WI 54501

US Imaging, Inc. is pleased to present this proposal to verify and index back to **November 1980 Land Records** for Oneida County. Our team will provide Oneida County with an unparalleled combination of county expertise, proven processes, and state-of-the-art technology to provide the highest quality indexes possible. US Imaging understands the scope of work required, the critical success factors, and the County's goals. US Imaging has become America's premier County Conversion Service for the following reasons:

- **Experience** – US Imaging's staff has been converting images for over 46 years and has served over 1004 Counties Nationwide.
- **County Focus** – US Imaging is the only scanning vendor in America that serves Counties exclusively. We have successfully scanned & indexed records for every County document type.
- **Backup** – US Imaging stores a backup of all images to provide duplicating, reformatting & enhancement services on demand or en mass at any time in the future.
- **Guaranteed Quality** – If a County is not satisfied with any image, we will attempt to correct it for free.

We appreciate the opportunity to present our services and look forward to working with you. If you have any questions, please call (989) 928-1559 or e-mail [rolson@us-imaging.com](mailto:rolson@us-imaging.com).

Sincerely,



Rhonda Olson  
Northern Account Manager  
US Imaging, Inc.

**SCOPE OF SERVICES:**

In November 2022, Oneida County approved US Imaging to index and verify 85,000 documents (1988-1995). The County has additional funding to approve approximately 45,000 documents back to November 14, 1980.

1. County will provide access to TIFF images and any relative metadata for the range of the project through the RecordEase System for processing.
2. US Imaging and the County will each establish a "Team Lead" position for the purpose of establishing a formal question-and-answer communication system. These team leads will communicate on clarifications, Indexing questions, and processes.
3. US Imaging will establish an agreed-upon set of indexing rules with the County Register that will be adhered to by both parties for review and evaluation during the term of this agreement.
4. US Imaging's Indexing specialists will view the TIFF images at their full original letter/legal size on a 27" portrait monitor and process these instruments per the agreed-upon County indexing rules in a single pass effort within US Imaging's *ImageXpert* software. The fields to be verified and indexed include:

<ul style="list-style-type: none"> <li>A. Document Date</li> <li>B. Date Recorded - verify</li> <li>C. Document Type - verify</li> <li>D. Grantor(s) - verify</li> <li>E. Grantee(s) - verify</li> <li>F. Reference Book-Page Number (Cross Reference)</li> </ul>	<ul style="list-style-type: none"> <li>G. Full Legal Description</li> <li>1. Section</li> <li>2. Township</li> <li>3. Range</li> <li>4. Lot</li> <li>5. Block</li> <li>6. ¼ Sections</li> <li>7. ¼ ¼ Sections</li> <li>8. Condominiums</li> <li>9. Subdivisions</li> <li>10. Easements</li> </ul>
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**Assumptions:**

- a. US Imaging will capture all index data that is present and legible.
- b. US Imaging will capture all index data per established index rules.

**Exceptions:**

- a. For all phases herein, US Imaging reserves the right to charge per Grantor or Grantee name once the combined party count exceeds ten (10) in a given document. The same will be true for excessive legal descriptions. The charges will be as follows:
  - \$0.25 per Grantor/Grantee Name (HW) for each subsequent name beyond ten (10)
  - \$0.15 per Grantor/Grantee Name (Typed) for each subsequent name beyond ten (10)
  - \$0.50 per Legal Description (HW) for each subsequent parcel beyond ten (10).
  - \$0.25 per Legal Description (Typed) for each subsequent parcel beyond ten (10).
  - a. If the required indexing information is illegible or unavailable, US Imaging will log this as "Not Indexable," and deliver this information to the County as an error for review.
  - b. Any changes to the scope of indexing will be handled through US Imaging's Change Management Process.
  - c. US Imaging will not provide any additional indexing other than that which is stated within this Statement of Work.

5. US Imaging will format the indexes for remote import into the RecordEase system. The County will work with their software vendor, West Central Indexing, to import the indexes into the system.

**Original Approved Amount PROJECT FEES: \$102,000.00**

**Additional PROJECT FEES:**

**Verify and Index**

45,000 Documents @ \$1.20 Per Document to Index within RecordEase = \$54,000.00

**Total Investment = \$54,000.00**

**ACCEPTANCE AND AUTHORIZATION:**

All services and prices are valid until February 20, 2024, unless otherwise extended and agreed upon by US Imaging and the County. The proposed quantities above are estimated, invoiced quantities will be actual. Invoices will be issued at the end of each calendar month for actual work performed.

All images and indexes are the exclusive property of the County. US Imaging will not reproduce or distribute Oneida County images and/or indexes to any other entity except Oneida County.

US Imaging reserves the right to adjust the per instrument price upon 30 days written notice to the County. US Imaging and Oneida County reserve the right to terminate this contract with 30 days written notice.

Oneida County may designate acceptance of this proposal by the signature of a duly authorized officer of the company. Total costs for initial implementation and ongoing costs have been described herein.

In exchange for products and services outlined in this proposal, Oneida County agrees to pay US Imaging, Inc. the total amount due within 30 days from the date of invoice.

During the term of this Contract, US Imaging, Inc. shall, at US Imaging, Inc.'s sole cost, maintain the following insurance: **Professional Liability Insurance, with a limit of \$1,000,000 annual aggregate.** The parties intend that neither the insurance requirements, the insurance limits required herein, nor any other part of this section be deemed to limit any liability of US Imaging, Inc.

US Imaging also reserves the right to collect monies owed in the event of nonpayment and recover any and all legal fees in addition to the unpaid balance.

**Accepted by:**


Kyle Franson  
Register of Deeds  
Oneida County  
1 S Oneida Avenue  
Rhinelander, WI 54501

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Accepted by:**

Rhonda Olson  
Northern Account Manager  
US Imaging, Inc.  
400 S. Franklin Street  
Saginaw, MI 48607

Signature: 

Date: December 19, 2023