LAND RECORDS COMMITTEE MEETING
September 1, 2026
Oneida County Courthouse
Second Floor – Committee Rm 2
Rhinelander, Wisconsin 54501

Committee Members	Robert Briggs	Lenore Lopez
Chris Schultz	Kyle Timmons	Matthew Campbell

Call to Order. Approve agenda for today's meeting.
Chairman Briggs called the meeting to order at 9:30 a.m. in accordance with the Open Meeting Law noting that the meeting notice was properly posted and the location is handicap accessible. Staff members present: Chris Hill, Kyle Franson, Lena Kennedy, Sara Chiamulera, and Tracy Hartman.
Motion/Timmons/Lopez to approve today's agenda with the order of the agenda at the chair's discretion. All ayes.

Public comments.
Chiamulera introduced Oneida County Board Supervisor, Matthew Campbell, as the newest Land Records Committee member. Also Lena Kennedy was introduced as the new Addressing Coordinator/GIS Specialist within the Land Information Office.

Introduction of new Addressing Coordinator/GIS Specialist.
Chiamulera reviewed the LIO staff position and Lena's background and education.

Approve minutes of Land Records meeting on August 4, 2026.
Motion/Schultz/Lopez to approve minutes of August 4, 2026 meeting. All ayes.

Review of July Invoice Paid Report and Budget to Actual Report for Register of Deeds and Land Information.
Franson reviewed the ROD reports, mentioning everything is within budget and tracking well, nothing outstanding to note. Chiamulera reviewed her reports, mentioning nothing is out of the ordinary.

Staff member attendance at land-related meetings/seminars.
Franson will be attending the Register of Deeds Association Annual Conference in Carter on September 3, 2026, all within budget. Chiamulera is sending Real Property Listers Jacob Piasecki and Kim Karaba to the WRPLA Annual State Meeting in Wausau on September 16-18th, all within budget.

Register of Deeds and Self-addressed Stamped Envelopes.
Franson reviewed that 75% of documents currently received for recording are in electronic form, which requires no return postage to mail documents. Franson let the committee know that he would like to change his policy and add a flyer to current paper submissions, and inform title companies and other business partners to include a self-addressed stamped envelope with their documents for recording with adequate postage. Kyle explained that this will help reduce return postage costs and reflect the new shift in policy.

Request by prior landowner to purchase tax foreclosed parcel CA-163-8; part of SWSW, Section 11, and part of SESE, Section 10, T37N-R6E in the Town of Cassian.
Chiamulera has been in contact by phone and email with Mr. Ronald Collins, the prior landowner of CA-163-8. This is a parcel that the County was awarded via tax deed recorded on September 2, 2026. Mr. Collins has requested to repurchase the property, which is allowed by statute, as long as the request is made before the parcel has been advertised for sale. The price of the repurchasing is currently being calculated, and the resolution for Land Records and County Board will be presented in October if approved here.
Motion/Schultz/Campbell to approve and move forward with the process of conveying CA-163-8 to Ronald Collins. All ayes.

Request by adjoining landowner(s) listed below to purchase excess county lands adjacent to road(s) and act on resolution to convey the excess lands:
a. Brown, River Rd, Town of Lake Tomahawk; part of parcel # LT-566-4; part of NWSW, Section 7, T38N-R8E.
Chiamulera explained the history of the excess county lands adjacent to roads, and the procedure for conveying them to the requesting landowner. The Brown request is a standard request to purchase; LT-566-4 will be attached to the contiguous parcels owned by Brown, along River RD.

Motion/Timmons/Schultz to approve conveying part of LT-566-4 as presented, to adjoining landowner and forward resolution to convey to County Board as consent agenda. All ayes.

Land Information & Register of Deeds 2027 Budget Review.
Chiamulera reviewed the proposed 2027 Land Information budget with the committee. The office is fully staffed with 7 full-time employees. The 2027 departmental goal is to educate County Departments and County Board about the cost to maintain software used by the LIO and other land related departments, as well as the public. 2027 should see discussions with related departments and Finance for the best way to fund this budget line item in association with IT. The 2026 end of year budget estimate is on track with no drastic changes to note. Conference attendance, telephone charges, and central purchasing charges are lower than expected. Chiamulera mentioned the budget narrative closely follows last years, except for the $20,000.00 request to fund future Aerial Photography flights. This was a process started in 2025, of saving $20,000 annually, to fund an aerial photo flight every 5 years. With the advent of the DMA NextGen911 Grants, and the County being awarded funds for a 3-inch 2027 flight, Chiamulera had removed the request from the 2027 LIO budget request. Timmons stated that the $20,000.00 request should be added back in, stating that it would be proactive to continue to save for flights that will happen; rather than having LIO request a lump sum for a photo in 5+ years in the future. The committee recommended that Chiamulera add the $20,000.00 back in as an annual request, in order to prepare for County-wide aerial imagery in future years. Annual WLIP grants were reviewed, with the Strategic Initiative grant estimated at $40,000.00 for 2027; Education grant at $1,000.00; and the Base Budget grant to be determined. General increases with wages and insurance, but slight decreases in expenses for 2027.
Motion/Timmons/Campbell to approve the amended proposed Land Information 2027 budget and forward into Executive Committee for their consideration. All ayes.

Franson reviewed the Register of Deeds proposed 2027 budget with the committee. Franson expects the end of the year to track as normal and to be at budget. Franson mentioned he expect revenues for 2027 to track similar to 2026, barring any major changes. All Register of Deeds services are statutorily mandated with no room for cuts to services. The new departmental goal he set is to stay in line with statues as they affect the Register of Deeds office. Franson reviewed changes he made to revenue in the proposed budget. He made an increase to real estate transfer fees of $10,000.00 and increased public charges by $10,000.00. No increases or changes to abstractor fees. Franson noted for expenses a drop in wages, with Laurie DeMeyer retirement. He reduced telephone, fax, and postage slightly with other expenses to track as normal.
Motion/Schultz/Timmons to approve the proposed Register of Deeds 2027 budget and forward into Executive Committee for their consideration. All ayes.

Public Comments.
There were no comments from the public.

Date of next meeting and items for agenda.
The next meeting will be October 6, 2026.

Adjournment. Adjourn the meeting at 10:22 AM.

Robert Briggs Chair Land Records Committee

Sara Chiamulera Staff Chair