

LAND RECORDS COMMITTEE MEETING August 9, 2022 Oneida County Courthouse Second Floor – Committee Rm 2 Rhinelander, Wisconsin 54501		
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Committee Members	Mike Timmons	Moria King
Greg Oettinger	Chris Schultz	Robert Briggs

Call to Order. Approve agenda for today’s meeting.

Chairman Timmons called the meeting to order at 9:31 a.m. in accordance with the Open Meeting Law noting that the meeting notice was properly posted and the location is handicap accessible. Committee member Schultz excused absence. Staff members Chiamulera, Franson, Hilgendorf, and Piasecki were present.

Motion/King/Briggs to approve today’s agenda. All ayes.

Public comments.

There were no comments from the public.

Approve minutes of Land Records meeting on July 12, 2022.

Motion/Oettinger/King to approve minutes of the July 12, 2022 meeting. All ayes.

Monthly bills, line item transfers, purchase orders, monthly budget summary, non-budgetary item requests, and vouchers.

Franson reviewed monthly bills, expenses, and vouchers for the Register of Deeds.

Motion/Timmons/Oettinger to approve monthly bills, expenses, and vouchers as presented by the Register of Deeds Office. All ayes.

Chiamulera reviewed monthly bills, expenses, and vouchers for the Land Information Office.

Motion/King/Briggs to approve monthly bills, expenses, and vouchers as presented by the Land Information Office. All ayes.

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

Chiamulera and staff will be attending a virtual Wisconsin Land Information Association (WLIA) workshop on August 25th. Jacob Piasecki will be attending the Wisconsin Real Property Listers Association Annual State Meeting from September 6-9th in La Crosse, WI.

Motion/Briggs/Oettinger to approve staff’s attendance at meetings/conferences as presented by the Land Information Office. All ayes.

Franson reported no attendance.

Northwoods Transit Connections (Oneida/Vilas County Transit Commission) Business Location Parcel Search: RH-9001-0601 and possible others

Barb from Northwoods Transit Connections was present. King introduced two parcels as potential building sites for the new Northwoods Transit Connections location. The first parcel RH-9001-0601 which is located off of Highway 47 and is jointly owned by Oneida County and the City of Rhinelander. The parcel is heavily wooded and close to utilities. The other parcel is CR-148-9 which is located on Highway 8 and is also jointly owned by Oneida County and the City of Rhinelander. The parcel is mostly cleared, close to utilities, and has some low areas that may need fill. Barb explained that both properties would be viable for the new Transit location. Timmons explained that in the past the committee has acted on requests rather than recommending parcels, and that Northwoods Transit Connections will need to make the decision on which parcel would work best for their needs and if they plan on purchasing the property or requesting it be given to them. Timmons suggested they come up with a specific request/proposal for one of the properties and bring that to the committee. Barb reviewed the process she is going through to find a building location; she will revisit the parcels with her committee and return to a future Land Records committee meeting parcel proposal.

Land Information Staffing Update.

The Land Information Office made a request to the LRES Committee to return the Land Information Aide to a full time position. The LRES Committee did not support this request but explained that Sara could take the proposal to the Admin Committee and see if they would approve the position full time. Chiamulera said she will not be taking request to the Admin Committee. The open Land Information Aide position will be posted to fill, as a shared position between the Register of Deeds and Land Information Office, as it previously was. Jacob Piasecki is the Real Property Lister. The LIO will fill the empty staffing positions as they are allowed.

Second Quarter Workers Compensation Report

Chiamulera supplied the committee with the Second Quarter Workers Compensation report. The Land Information Office and the Register of Deeds have no open cases. LRES requests these reports be shared with the committees.

Annexation of City/County Owned Properties: CR-10-3, CR-7, (with City owned CR-10-1A)

Chiamulera gave an update on upcoming annexations to the City of Rhinelander. CR-10-3 and CR-7 are jointly owned by Oneida County and the City of Rhinelander. The City plans on annexing these, and other, parcels in the future.

Funding for IMS 21 Project from AS400: Imaging of Permits, Documents, etc to be available in Ascent.

The current system that holds the indexing software for County document images resides on the AS400. This needs to be moved to an SQL server environment to merge with the updated software systems that Land Info, Register of Deeds and Planning & Zoning now use. Chiamulera shared a quote from Dorton Technologies to carry out this project and move this indexing system from the AS400 system to a SQL server. Cost will be around \$15,000 and is to be paid for out of Land Records modernization funds. IT department will sign the contract. The consultant has time in the fall to complete the project and the County has the staff to manage it at this time. Discussion followed on server space, location and cloud storage. It was noted that some counties have moved to cloud storage and have had issues. Hilgendorf noted that our IT department has a server and space available for this project.

Motion/Briggs/King to use Land Records modernization monies to fund the project. All ayes.

Register of Deeds Back Indexing update: setting the Committee of Jurisdiction Ranking on the Relief Funding Request Form.

Franson explained there is a new form in the process of requesting ARPA funds, and he will need the committee to rank his back indexing project request at Low, Medium, or High importance. Franson stated that previously the project was ranked at Medium, and he agreed with that ranking. He explained that the project would serve a broad community need, as this office software is used by many different groups of people online, including the general public, title companies, attorneys, banks, etc.

Motion/King/Oettinger to rank the Register of Deeds back indexing project at Medium importance. All ayes.

Land Information & Register of Deeds 2023 budget requests.

Franson gave a brief outline of his budget request. Franson decreased revenues for the Register of Deeds anticipating a drop in recording fees and transfer fees compared to previous years. Franson noted that he would rather be conservative to be sure he meets his numbers rather than coming up short. No major changes in expenses other than the change in staffs' yearly hours to 2080.

Motion/Briggs/Oettinger to forward the Register of Deeds 2023 budget request to the Admin committee. All ayes.

Chiamulera gave an overview of the Land Information budget request. There aren't many changes from previous years' budget numbers. Chiamulera increased expenses for trainings/conferences to account for office staff to participate in more educational opportunities. Another increased expense is in Central Purchasing, due to the inflation. King asked if the major increase was due to workers being paid for 2080 hours and if the budget was on par with the 2023 Land Information Plan, Chiamulera stated yes to both.

Motion/King/Oettinger to forward the Land Information 2023 budget request to the Admin committee. All ayes.

Public Comments.

There were no comments from the public.

Date of next meeting and items for agenda.

The next meeting will be September 13, 2022 at 9:30 AM.

Adjournment.

Adjourn the meeting at 10:22 A.M.

Michael Timmons Chair Land Records Committee

Sara Chiamulera Staff Chair