

LAND RECORDS COMMITTEE MEETING December 8, 2020 Oneida County Courthouse Second Floor – Committee Room 2 Rhinelander, Wisconsin 54501		
--	--	--

Committee Members	Bill Liebert	Sonny Paszak
Mike Timmons	Greg Pence	Greg Oettinger

Call to Order.

Chairman Paszak 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. Oettinger was absent.

Public comments.

There were no comments from the public.

Approve agenda for today’s meeting.

Motion/Pence/Liebert to approve today’s agenda. All ayes.

Approve minutes of Land Records November 3 & 4, 2020 meeting.

Liebert asked to amend his absence at the November 4th meeting to an excused absence.
Motion/Pence/Timmons to approve minutes of the November 3 & 4, 2020 meeting with the amendments as noted. All ayes.

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

Franson reviewed monthly bills and expenses for the Register of Deeds.
Motion/Timmons/Liebert to approve monthly bills, expenses and vouchers, as presented by the Register of Deeds. All ayes.
 Romportl reviewed monthly bills and expenses for the Land Information Office.
Motion/Timmons/Pence 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.

No meeting attendance is upcoming by Register of Deeds. Romportl and Boehlert of the Land Information Office requested approval to virtually attend the Wisconsin Society of Land Surveyors (WSLS) Annual Conference at the end of January, which is in the budget.
Motion/Timmons/Pence to approve Romportl and Boehlert to attend the Annual WSLS Conference. All ayes.

Register of Deeds and Land Information Long Range Plan.

Romportl reviewed the status of current activities and the future Land Information Long Range Action Plan. Liebert questioned the use of the GIS mapping for tracking. Romportl explained the tracking used by the Health Department has been for COVID cases; the Sherriff Department uses it for accidents; ADRC for Meals on Wheels and helping plot locations for routing their drivers; and the Highway Department for tracking traffic signs. Romportl noted that we do not control the department’s databases, only assist with putting their data into a mapped image.
Motion/Liebert/Timmons to accept the action plan and status as presented, of the Land Information Long Range Plan. All Ayes.
 Franson reviewed the current activities and the future Register of Deeds Long Range Action Plan.
Motion/Liebert/Timmons to accept the action plan and status review as presented, of the Register of Deeds Long Range Plan. All Ayes.

Setting minimum bids and bid deadline date of tax foreclosed and other county owned properties.

A summary of the properties were presented and the GIS map was projected for viewing the parcels. The committee discussed each property and set the minimum bids as follows:

Parcel	Town/City	Address/Rd	Minimum Bid Amount (*FMV = Fair Market Value)	Notes
CR-303-B	Crescent	2791 Range Line Rd	\$9,900 – Offered previously	Dilapidated structure
EN-728-8	Enterprise	County B	\$4,900 – Offered previously	Vacant parcel, was a gap found through mapping
NE-120-1	Newbold	Landlocked	\$1,000	Preference to an adjoining owner, with attachment restrictions
PE-601-15	Pelican	Candy Ln	\$8,900 - Offered previously	Debris and small structure, subject to easements
PE-601	Pelican	Candy Ln	\$5,900	Narrow “L” shaped strip, subject to easements
RH-45-1	Rhineland	Alban St	\$100 – Offered previously	Narrow remnant parcel
RH-369	Rhineland	Stevens St	\$1,000 – Offered previously	Vacant parcel, preference to an adjoining owner
LR-38-22	Little Rice	North Lake Rd	\$4,900 (FMV)	2 vacant parcels split by road
LR-39-25 #1	Little Rice	North Lake Rd	\$4,900	Mostly wetland
LR-39-25 #2	Little Rice	North Lake Rd	\$4,900	Mostly wetland.
WR-1018	Woodruff	Landlocked	\$1,000	Title is in question. Preference to adjoining landowner

Motion/Timmons/Pence to accept the minimum bids as discussed, with bids due February 5 and bid opening date of February 9, 2021. All ayes.

Romportl will send a letter to the adjoining properties of LR-39-25 parcel #3 which is south of North Lake RD, and north and east of Klimek Rd, letting them know the County is considering the sale of the parcel and state that if it is sold to someone other than the person who is currently using the parcel for personal storage, they will have 30 days to remove their personal property. Due to the time of the letter being sent, this parcel will be held until the next land sale offering.

2021 WI Land Information Program strategic, base budget and education grant application.

Romportl reviewed the grants for the 2021 Wisconsin Land Information Program. The 2021 WLIP Training and Education Grant Application is \$1,000. The Base Budget Grant is \$192.00 for PLSS work. The 2021 Strategic Initiative Grant is \$50,000.00. Of that, Romportl recommends assigning \$15,000 for GIS software and server updates and \$35,000 towards PLSS work.

Motion/Pence/Paszak to recommend submitting the grants as presented - 2021 Strategic Initiative Request for \$35,000 for continued PLSS work for Benchmark 4 of the State requirements and \$15,000 for GIS software/server upgrades; submit base budget request for a total of \$192.00 for PLSS work; submit \$1,000 for education training grant. All ayes.

Real Property, Tax & Permit application software implementation by Transcendent Technologies status and schedule and status of tax bill production.

Romportl reported the tax bills have all been printed, with the exception of Newbold, which is currently on the printer. Most of the bills are already in the mail. A lot of data was converted. There are some annoyances with the new system that we hope to change for 2021, but overall appears to be success.

Professional Services agreement for ArcGIS server and software upgrade by Pro-West & Associates.

Romportl reviewed the proposal from Pro-West Associates for the WLIP Strategic Initiative Request. The proposal was a very detailed step-by-step process of their services, which was reviewed by LIO staff and IT.

Motion/Timmons/Pence enter into a contract with Pro-West & Associates, subject to contract approval from Corporate Counsel, for initial service of \$12,000 and \$5,000 for support work. All ayes.

Closed session - It is anticipated that the committee may meet in closed session pursuant to Wisconsin Statutes Section 19.85 (1) (e) 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. Topic: Parcel off Air Park RD being part of Certified Survey Map # 5001 in GL 1 (NE-NE) Section 11 and GL 11 (SE-SE) Section 2, Township 36 North, Range 8 East, City of Rhineland.

Motion/Timmons/Pence by roll call vote to go into closed session at 10:54 AM. All ayes.

A roll call vote will be taken to return to open session and may ratify any matters(s) discussed in closed session.

Motion/Timmons/Pence to return to open session at 11:05 AM. Roll call vote. All ayes.

Announcement of any action taken in closed session:

No action taken

Public comments.

There were no comments from the public.

Date of next meeting and items for agenda. The next meeting will be January 12, 2021 at 9:30am

Adjournment. Adjourn the meeting at 11:06 A.M.

Sonny Paszak

Chair Land Records Committee

Michael J. Romportl

Staff Chair