

MINUTES  
PORTAGE COUNTY LAND RECORDS COMMITTEE  
September 4, 2014 – 7:30 am, Conference Room 5, County Annex

Members Present: Gifford, Hartman, Hawker, Rice, Voelker, Lane, Glodowski, Patoka, Hartman, Stokes, B. Jacowski, Fuehrer, Wisinski, and Okray

Members Excused: Doubek

Staff Present: Cummings and Sutter, Portage County Planning and Zoning Department

Hartman called the Land Records Committee meeting to order at 7:30 am in Conference Room 5.

1. Members of the Public Who Wish to Address the Committee on Specific Agenda Items Must Register Their Request at This Time, With Such Comments Subject to the Reasonable Control of the Committee Chair as Set Forth in Robert's Rules of Order – No one present.

At this time, Hartman asked members to introduce themselves because there are a few new members and the Committee had not met since September 2013.

(Supervisor B. Jacowski joins meeting)

2. Election of Chair and Vice-Chair

Hartman called for nominations for Committee Chair. Hartman nominated Rice for Chair, which was seconded by Glodowski. With no further nominations coming forward, a unanimous voice vote was cast for Rice as Chair.

Rice called for nominations for Committee Vice-Chair. Rice nominated Hartman for Vice-Chair, which was seconded by Patoka. With no further nominations coming forward, a unanimous voice vote was cast for Hartman as Vice-Chair.

3. Discussion/Action on the September 13, 2013 Minutes

With no discussion necessary, Lane moved to approve the September 13, 2013 minutes and B. Jacowski seconded the motion, which passed by voice vote.

4. Review of Projected 2014 and Proposed 2015 Land Records Modernization Budgets

Cummings referred to the budget print out mailed to members and read through the projected 2014 and proposed 2015 Land Records budget, which is a zero base budget in that revenues and expenses are equal. Cummings noted a new revenue line item in the 2015 proposed budget with an amount of \$19,536 to reflect a grant coming in 2015 from the State of Wisconsin Department of Administration-Wisconsin Land Information Program (DOA-WLIP). This new grant is being offered to counties in Wisconsin who had less than \$100,000 in recording fee revenue to bring all counties to the \$100,000 level, and Portage County's grant of \$19,536 would accomplish that. The application will be submitted soon. Hartman noted the recently released State of Wisconsin budget deficit news may result in no grant, but at this point in time, the County has been notified it will receive the money upon application submittal. Cummings also noted recording fee revenue had been split into two revenue line items (GIS / Public Access) in past years, but current State Statutes no longer separate recording fees; they are now listed as one fee rather than two, so splitting the money is no longer necessary. Also noted was the fact that revenues in excess of expenses are put into a non-lapsing carry-over account to support land records needs.

B. Jacowski asked whether it would be beneficial to keep the revenue separated. Cummings and Hartman replied when documents are recorded in the Register of Deeds Office, the revenue is brought forward as a single dollar amount now, per State Statute, so separation is no longer necessary. Separation of funds was on paper only; not designated separately for GIS related expenses.

With no further discussion necessary, Lane moved to put on file the Land Records Modernization projected 2014 and proposed 2015 budget. B. Jacowski seconded the motion, which passed by voice vote.

#### 5. Land Information Program Updates

Hartman referred members to information he provided in their mailed agenda packet. The first item deals with a Statewide parcel initiative, which will result in standardized parcel data across Wisconsin. This initiative was pushed by the Realtor group. There are 72 counties in Wisconsin with 72 different ways of creating and displaying things. This initiative will provide grants in the amount of \$50,000 to accomplish this standardized way of doing things, with applications possible in 2016 with a 2017 grant award. Hartman explained the initiative includes both long and short term benchmarks. In addition, imagery/LiDAR could be possible with the \$50,000. Currently, Portage County is spending time on monuments, with the goal of having tie-sheets available on mobile devices.

Hartman then referred members to the chart of county-by-county distribution of DOA-WLIP funds, of which Portage County is eligible for \$19,536 as discussed under agenda item 4.

Rice asked the DOA standardized parcel timeline for completion and Hartman replied standardization is to be completed by June 30, 2017. Hartman noted that Portage County has been ready for this parcel initiative since 2002, while some counties may not be ready yet. B. Jacowski cautioned not getting ahead of the grant funding as we move from one project to another while being eligible for grant funds. Hartman replied the County would remain eligible until the project is completed. B. Jacowski asked if counties will be taking the same steps at the same time theoretically and Hartman answered yes.

#### 6. Discussion/Possible Action on Wisconsin Regional Orthophotography Program 2015

Hartman reiterated the proposed 2015 budget includes \$84,000 for 6" ground pixel Orthophotography. Portage County has purchased 12" ground pixel photography for the last 15 years as obtained on a 5-year cycle. The City of Stevens Point had purchased 3" ground pixel orthos for their urban area in 2012; thereby purchasing on a cycle outside the County's. Wisinski asked if the City purchased aeriels every 5 years as well, and Hartman replied no, they purchased in 2001, 2005, and 2012. Stevens Point is independent and we cannot determine when their next purchase will take place, but in 2015 the County will purchase aeriels as part of a Statewide consortium. B. Jacowski felt the City should jump aboard the consortium.

Rice asked what would happen if the County would give the City 3" ground pixel aeriels in 2015 so they would be on the same cycle. Hartman replied there is an area requirement for that process, and noted the proposed 2015 budget is enough to purchase 6" Countywide, not 3".

Rice noted the University of Wisconsin-Stevens Point may be willing to invest funds toward the purchase of Near-Infrared Reflectance (NIR) ban photos. Wisinski asked what NIR is and Rice replied NIR allows analysis of soils, permeability, water, etc. and would be a great teaching tool at UWSP. Hartman offered to email members an example of NIR.

Voelker stated she received an email from Joel Lemke (City of Stevens Point) asking whether the Village of Plover would be interested in Orthophotography and would be willing to put money toward it. Plover is interested, but she never heard back from Lemke after she replied to his inquiry.

Rice asked whether estimates were received on the cost of pictometry oblique imagery and Hartman replied no, but Stevens Point has that available. Rice felt the cost may come down, and is a good tool used by many, including police, fire, emergency management, assessors, etc. Hartman noted that type of imagery is not used for base imagery. B. Jacowski asked for an explanation of this imagery and Rice answered it produces 3D imagery so you can see building features, sides, fronts, etc. There is a cost factor that has to be weighed against usage.

B. Jacowski asked if Realtors would need this imagery. Lane replied it is utilized more for commercial than residential development; it is a good tool for developers. Patoka added it is a good marketing tool as well. B. Jacowski inquired whether this would be done Countywide and Hartman replied no, it is valuable in urban areas. Rice noted it is sometimes only done in selected areas as well, and it is good for emergency services to have a ground view versus an aerial view. B. Jacowski felt the price may come down with the future use of drones to capture the images and Rice agreed. Hartman noted that an unmanned aerial vehicle (UAV) would be beneficial to Portage County in terms of enforcement, more frequent change detection, etc. Okray noted UAV's are used by the agricultural community to check crops.

Hartman moved to purchase Countywide 6" orthophotos from the Wisconsin Regional Orthophotography Consortium (WROC) and B. Jacowski seconded the motion. Gifford asked when the flight would take place and Hartman replied late March to early May of 2015. B. Jacowski stated he understands the flight is best leaf-off, and asked what happens if it is not done on time and who has the final say as to whether the product is good enough. Hartman stated the County has final quality control, and if the product does not meet specifications, there would be a fall flight or spring of 2016. Wisconsin has a short time between no snow and no leaves. Photos in the past have had shadows, but met specifications. B. Jacowski asked if Hartman reviews the photos and Hartman answered yes, exhaustively. Wisinski asked if intersections will be marked for this flight and Hartman replied that could be done, but current technology meets accuracy needs; although, Glodowski may want some marked. Wisinski asked if Hartman will wait to sign an aerial contract until Rice determines whether the UWSP is interested in partial funding of NIR and Hartman replied yes. B. Jacowski asked when the new photos would be available and Hartman stated the end of 2015. Voice vote revealed approval of the motion by Hartman.

#### 7. Review of Purchase Order(s)

Cummings presented a purchase order for \$12,200 to ESRI for ARCGIS maintenance for Committee to review. B. Jacowski asked what the \$12,000 buys and Hartman replied one year of maintenance for ARCInfo software, including updates, product support, etc. B. Jacowski asked if there are any competitive products on the market and Hartman replied yes, but not as good and without support. B. Jacowski asked if it was felt the product was worth the money, to which staff replied with high product praise.

#### 8. Adjournment

With no further business to come before the Committee, B. Jacowski moved to adjourn and Hartman seconded the motion. Meeting adjourned at 8:28 am.

Respectfully submitted,

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Keith Rice, Chair

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Paula Cummings, Rec. Secretary

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Date