



**LAND INFORMATION COUNCIL  
MONDAY MAY 7, 2018 - 2:00 P.M.  
COURTHOUSE CONFERENCE CENTER  
ROCK COUNTY COURTHOUSE – 2ND FLOOR  
MINUTES OF THE MEETING**

Call to order: Chair Schultz called the meeting to order at 2:02 p.m. in the Courthouse Conference Center of the Rock County Courthouse.

Committee Members Present: Chair Michelle Schultz, Vice Chair Sandy Disrud, Michelle Roettger, Jennifer Borlick, Mickey Crittenden, Kris Pehl, Deb Dewitt, Brad Heuer, and Supervisor Mary Mawhinney. All members were present.

Staff Members Present: Colin Byrnes and Kurt Wheeler

Approval of Agenda: Moved by Ms. Borlick and Ms. Pehl. Approved

Approval of Minutes of October 23, 2017: The minutes were amended to add Brad Heuer and Deb Dewitt to the members present. Amended Minutes moved by Supervisor Mawhinney and Ms. Borlick. Approved as corrected

Communications and Announcements: Ms. Borlick was elected to the WLIA Board of Directors for a 2 year term. She was also appointed to be the Secretary and serves on several committees. Several members were present to see her receive the 2018 WLIA President's Award for her outstanding work in the association.

**Information Item: Update on Wisconsin Land Information Program**

- i. Strategic Initiative Grant Update  
2016 Grant was approved. We received the second half amount of \$25,000 and it is now closed.  
2017 Grant extended until June 2018. We are considering purchasing new surveying equipment. Current equipment is 5 years old.  
2018 Grant was approved for \$25,000. The first payment is coming up.
- ii. Statewide Parcel Map Update  
The data was sent in March. Results have not been received yet.  
There are projects under consideration that would assist importing data for Tax Assessments that would be eligible for grant reimbursement. The IT department would re-write the program that imports data from the City of Janesville Assessments. The current process is based on our previous HP3000 software.  
The City of Beloit completed a similar project to get their addresses parsed. This year they will work on separating the name fields as well.

New this year the counties had to submit PLSS corners data. The Surveyor's office completed an update to that information.

- iii. 2017 Retained Fees Report  
This is a required report that details the 2017 projects and expenditures. A draft of the report was reviewed. Some revisions were discussed. The deadline is June 30, 2018.
  
- iv. 2019-2021 Land Information Plan (Plan) Update  
It is time to update the 3 year plan that guides the Land Information Office. We must follow the specific instructions given by the state. Ms. Borlick has a project template available.  
The timeline is:  
April – September: the county departments work on the plan  
October 1: draft is due to the Wisconsin Department of Administration  
October 5: DOA posts the draft for county peer review  
If we choose to participate in peer review it will be with Winnebago and Washington counties.  
Complete peer review by October 31.  
October – December: Plan review approval and finalization process  
December 31 Final Plan due with approval of Land Information Council

In Rock County, after approval of the Land Information Council, it will go to the P&D committee and then to County Board.

Ms. Dewitt asked if Council Members should have the fall meeting before the Oct. due date to review the Plan. Ms. Schultz said she will send the draft of the plan to Ms. Dewitt and Supervisor Mawhinney. The other members of the council will be helping to draft their portions of the plan. Ms. Dewitt asked how she can contribute as a representative of the realtors. Ms. Schultz explained that the plan lays out the data that we have. We write projects to maintain it or to create new data. We could look at suggestions for projects that might help realtors. The plan is made up of projects and estimates. All projects that are to be covered under the grant must be included in the plan. Mr. Byrnes stated the plan can have budgetary impacts. All projects and costs need to be part of the plan, regardless of if it is completed by the county or by an outside vendor. Ms. Schultz will send a draft to members to review and give feedback.

**Information Item: Ongoing Land Records Projects Update**

- i. Address Project Update  
Mr. Wheeler gave an update on the address project. Town of Milton inventory was recently completed. Inventory is complete for the Towns of Janesville, Plymouth, Center, Rock and Milton. When the next installation happens that will be 5100 new signs in compliance over the course of a year. It should be done by Thanksgiving. The only one remaining will be Town of Beloit, as a portion of the Town is seeking Incorporation. If incorporation happens, the remnant Town will be inventoried.  
After this project is complete, then we will continue maintenance. It will be of tremendous help for 1<sup>st</sup> responders to find properties in an emergency. The \$35.00 per sign cost of the signs will be paid by the Towns in their budgets or by special assessment.
  
- ii. Census Data Update  
Ms. Borlick gave an update on the next U.S. Census which will be April 1, 2020. Work is already being done to prepare for it. Addresses of potential residences are reported as well as boundaries and roads. She will submit the data in July. The state reviews and sends back recommendations. New construction is added in the beginning of 2020.  
The information should be much better than what was available in 2010.

**Information Item: Web Server & Security Certificate Update**

Ms. Borlick reported that the web servers will be updated as time allows.

Mr. Crittenden added we are working with WiscNet, the internet security provider to make sure we have the correct security certificate for Esri.

Ms. Borlick followed up that the latest release of ArcGIS does work with OneDrive.

**Information item: GIO Recommendations Report to WLIC**

There was discussion regarding the recommendation report from the state Geographic Information Office. It includes some data items that are currently not offered. There were many things that were unclear at this time and we will continue to monitor it.

**Information Item: Update to State Plane Coordinate System 2022**

Mr. Heuer reported new datums will be released in 2022. The change will directly affect Surveyors and GIS professionals.

**Information Item: 2019 Budget Items**

2020 Orthoimagery and LiDAR Flight- The possibility will be explored to hold 2019 grant funds to use in 2020 for this project. More information will be available later in the year.

Future Agenda Items

Ms. Borlick would like to discuss a Next Gen NG911 update.

Next Meeting Date

October 22, 2018 2:00 p.m.

Adjournment

3:29 p.m. Moved by Ms. Borlick and Deb Dewitt. Approved

Submitted by Sandy Disrud

NOT OFFICAL UNTIL APPROVED BY LAND INFORMATION COUNCIL.