



GREEN LAKE COUNTY

571 County Road A, Green Lake, WI 54941

Original Post Date: 07/07/16

Amended* Post Date:

**The following documents are included in the packet for the
Land Information Council on July 11, 2016:**

- 1) Agenda
- 2) April 11th Meeting Minutes
- 3) Budget
- 4) Grant Request



GREEN LAKE COUNTY LAND INFORMATION COUNCIL

571 County Road A., P.O. Box 3188

Green Lake, WI 54941-3188

Land Information Council Meeting Notice

*Date: July 11, 2016 Time: 1:00PM
Green Lake County Government Center,
Committee Room, 571 County Rd A, Green Lake WI*

AGENDA

Committee Members

*Harley Reabe
Sarah Guenther
Margaret
Bostelmann
Elizabeth Amend
Henry Conti
Paul Gunderson
Laura Polcyn
Gerald Stanuch
Don Lenz*

*Margaret R.
Bostelmann,
Secretary*

1. Call to Order
2. Pledge of Allegiance
3. Certification of Open Meeting Law
4. Agenda
5. Election of Officers
6. Minutes 04/11/16
7. Appearance
8. Public Comments (3 Min. Limit)
9. Correspondence
10. Claims/Vouchers
11. GCS Software Web Portal
12. Land Information Officer Report
 - 2017 Budget
 - Update on Grant Projects
13. Resolutions/Ordinances
14. Training/Education
15. Future Council Activities
 - Future Meeting. Dates:
 - Future Agenda items for action & discussion
16. Adjourn

Kindly arrange to be present, if unable to do so, please notify our office. Sincerely, Margaret R. Bostelmann

Please note: Meeting area is accessible to the physically disabled. Anyone planning to attend who needs visual or audio assistance, should contact the County Clerk's Office, 294-4005, not later than 3 days before date Of the meeting.

**GREEN LAKE COUNTY
LAND INFORMATION COUNCIL
April 11, 2016**

The meeting of the Land Information Council was called to order by Jack Meyers at 10:05 p.m. on Monday, April 11, 2016 in the County Board Committee Room, Green Lake County Government Center. The requirements of the open meeting law were certified as being met. The Pledge of Allegiance was recited

Present:	Jack Meyers	Margaret Bostelmann	Betsy Amend
	Sarah Guenther	Paul Gunderson	Laura Polcyn
	Gerald Stanuch	Don Lenz	

Absent: Henry Conti

APPROVAL OF AGENDA

Motion/second(Guenther/Polcyn) to approve the agenda. Motion Carried.

APPROVAL OF MINUTES

Motion/second(Amend/Gunderson) to approve the minutes of October 15, 2015 as presented. Motion carried.

Meyers introduced Don Lenz, Interim Surveyor.

PUBLIC COMMENTS – None

CORRESPONDENCE – None

CLAIMS/VOUCHERS

Claims were presented in the amount of \$77,908.11.

Motion/second(Stanuch/Amend) to approve the claims in the amount of \$77,908.11. Motion carried.

TRACT INDEXING QUOTE FOR REGISTER OF DEEDS

Guenther presented a quote from Q Solutions. The cost is \$5500 for set up and \$700 annual fee to be paid from the ROD restricted funds. Discussion held.

Motion/second(Gunderson/Lenz) for Guenther to move forward with the purchase. Motion carried.

GCS SOFTWARE WEB PORTAL

Amend presented information for software from GCS that allows the public to print tax bills and receipts for payment of taxes. This can also allow someone to pay the bill from this site. Amend is also looking at a permit tracking through GSC. This can be used by the zoning department and land conservation. Gunderson stated that Columbia County uses Transcendent software and a demonstration will be scheduled. Discussion was held, no action taken.

LAND INFORMATION OFFICE REPORT

- 2015 Ortho Imagery

The clarity of the new Ortho-Imagery was shown, which is much better.

- Approve Carryover funds

The total restricted funds are \$101,704.02

Motion/second(Guenther/Amend) to approve the Land Information restricted funds. Motion carried.

- Update on Grant Projects

2015 Base Grant PLSS – 15 corners complete, 30 remaining.

2016 Base grant PLSS – 44 corners remaining

2016 Strategic Grant – 33 corners remaining

ROD Grant – 2015 – closed out

2016 – Tract indexing as discussed

2017 Grant – Discussion of possible GCS software.

RESOLUTIONS/ORDINANCES – None

TRAINING/EDUCATION – None

FUTURE COUNCIL ACTIVITIES

Future Meeting Dates: July 11, 2016 at 1:00

ADJOURNMENT

Motion/second(Polcyn/Lenz) to adjourn 10:50 pm. Motion carried.

Submitted by:

Marge Bostelmann
County Clerk

BUDGET REQUEST - 2017

DEPARTMENT: LAND INFORMATION OFFICE

COMMITTEE: LAND INFORMATION COUNCIL

EXPENSES

ACCOUNT NUMBER	DESCRIPTION	2015 ACTUAL	2016 BUDGET	5 MO YTD	2016 EST YR END	2017 REQUESTED
17-100-20-51711-240-000	WLIP Base Grant Projects	2,142.86	75,000.00	14,602.00	75,000.00	75,000.00
17-100-20-51711-246-000	WLIP Education Grant	1,246.82	1,000.00	565.36	1,000.00	1,000.00
17-100-20-51711-120-000	GIS Specialist Wage Contribution *	0.00	25,000.00	0.00	25,000.00	25,000.00
17-100-20-51711-301-000	WLIP Strategic Grant	0.00	50,000.00	0.00	50,000.00	50,000.00
		3,389.68	151,000.00	15,167.36	151,000.00	151,000.00

	2015	2016	2017
Total Proposed Budget:	59,000.00	151,000.00	151,000.00
Total Offsetting Revenues:	59,000.00	151,000.00	151,000.00
Total from County Tax Levy:	0.00	0.00	0.00
Increase (Decrease)	0.00	0.00	0.00

*Funds for this expense items are retained fees collected by the Register of Deeds. The history of this contribution dates back to 1995.

BUDGET REQUEST - 2017

DEPARTMENT: LAND INFORMATION OFFICE

COMMITTEE: LAND INFORMATION

REVENUE

ACCOUNT NUMBER	DESCRIPTION	2015 ACTUAL	2016 BUDGET	5 MO YTD	2016 EST YR END	2017 REQUESTED
17-100-20-43691-000-000	WLIP Base	70,024.00	75,000.00	71,912.00	75,000.00	75,000.00
17-100-20-46131-000-000	*County Land Records	0.00	25,000.00	10,872.00	1,000.00	1,000.00
17-100-20-43691-301-000	WLIP Education Grant	1,000.00	1,000.00	1,000.00	25,000.00	25,000.00
17-100-20-43691-301-001	WLIP Strategic Grant	0.00	50,000.00	25,000.00	50,000.00	50,000.00
		<u>71,024.00</u>	<u>151,000.00</u>	<u>108,784.00</u>	<u>151,000.00</u>	<u>151,000.00</u>

*Retained fees revenue - Interdepartmental transfer to Planning & Zoning for GIS Specialist wages. This transfer shall apply for funds retained under \$35,000. Funds at or above this amount shall be transferred to the restricted fund for land information projects.



Wisconsin Land Information Program County Retained Fee/Grant Report

Instructions:

If your county has accepted a grant under s. 16.967(7) WIS STATS or retained any fees under s.59.72 (5) WIS STATS, submission of this report to the Wisconsin Department of Administration, Division of Intergovernmental Relations is required by June 30th of the following year in accordance with s. 59.72(2)(b) WIS STATS.

County GreenLake	County FIPS 047	Recording Period:	
		From Jan. 1, 2015	To Dec. 31, 2015
Name of Land Information Officer Gerald Stanuch		Email Address gstanuch@co.green-lake.wi.us	Phone Number 920-294-4174

1. Amount received in WLIP grants under s. 16.967(7) Wis. Stats. in the reporting period (Jan. 1 – Dec. 31, 2015)	\$ 71,024.00
2. Amount of document recording fees retained under s. 59.72(5) Wis. Stats. for land information in the reporting period at \$8 per document (Jan. 1 – Dec. 31, 2015)	\$ 28,112.00
3. Total amount of grants and retained fees provided through the WLIP in 2015	\$ 99,136.00

Brief narrative or bulleted summary of 2015 land information activities, including relevant web-links:

Green Lake County’s land records modernization continues to move forward. The funds from County retained fees has allowed in-house work by the GIS Specialist to continue digital parcel mapping. The parcel mapping was completed for all entities in November of 2014. The parcel mapping is now in an ongoing maintenance mode.

The WLIP Grant funds were used in 2015 to re-establish Public Land Survey System (PLSS) corners that have been unidentified for many decades. These PLSS corners provide the foundation for accurate digital parcel mapping.

Grant funds were also used for a project in the Register of Deeds Office for back scanning and indexing of older documents. The outcome of this project is the availability of these documents to the public through the County’s website. The redaction of social security numbers was also a component of this project.

Website development and maintenance is an on-going process. Changes to the website data is based on an analysis and consideration of requests made to the Land Information Office.

Education and Training Grant funds continue to be used for a variety of opportunities that benefit Green Lake County’s effort to modernize land records and make them available to public and private entities.

**Wisconsin Land Information Program
County Retained Fee/Grant Report – Continued**

Land Info Spending Category	Project Description(s) If you have multiple projects in a Spending Category. Row height will automatically expand as you type.	Land Info Plan Citations Page number or section reference	Project Cost Note unit cost and project total for each project	Total Cost for Spending Category (ONE total per Spending Category)
Digital Parcel Mapping	Parcel mapping ongoing maintenance	p. 10	472 hours x \$42.37 by in-house GIS Specialist	20,000.00
PLSS	2014 grant PLSS corners (overpayment \$40, Grothman account credited with \$40 11-11-2015 PMT #00177626)	p. 4	17 at \$1,140 1 at \$340 1 at \$300 with Grothman Ass.	20,020.00
Other Parcel Work (e.g., ROD indexing)	Index document pages 2015 grant Redaction of document pages 2015 grant	p. 5-6	\$.50 ea 16,852 units \$.06 ea 32,021 units with Fidar Tech.	10,347.26
LIDAR				0.00
Orthoimagery	Carryover applied toward part of 2015 ortho cost	p. 9	with Allied Information Solutions	35,167.90
Address Points				0.00
Street Centerlines				0.00
Software				0.00
Hardware	Carryover for new GIS file, web, & map server	p. 16	with Silicon Mechanics	5,561.00
Website Development/ Hosting Services	Maintain existing websites, portals, services, and back-end databases while developing new website for 2016 for the new server	p. 16	193 hours x \$42.37 by in-house GIS Specialist	8,184.00
Administrative Activities and Management				0.00
Training and Education	WLIA Annual Conf. & Workshop, Grn Bay, Feb. Geospatial Summit, UW-Madison, April WLIA Fall Regional, Oshkosh, Oct. EWUG Annual Conf. & Workshop, Milw., Dec. ROD Conf. & Workshop, Wausau, June	p. 17	\$556.50 \$98.90 [\$95 paid in 2016] \$381.42 \$210.00	1,246.82
TOTAL				\$ 100,526.98
Amount of retained fees and grants spent on land records modernization in the reporting period Total may be more or less than the amount of grants and retained fees received in 2015 (if carried over from year to year)				
Amount of retained fees and grants carried forward to calendar year 2016 from previous years				\$ 101,704.02