

**COLUMBIA COUNTY BOARD OF SUPERVISORS
LAND INFORMATION AND RECORDS COMMITTEE MINTUES**

April 13, 2009

The meeting was called to order by Chair Teitgen at 3:00 p.m.

Present: Fred Teitgen, Robert Westby, Joann Wingers, Robert Andler, Jack Sanderson

Also Present: Kristen Anderson, Lisa Walker

With no objections the agenda was approved.

With no objections the minutes of the regular March 2009 open meeting was approved.

On motion of Wingers / Westby Register of Deeds vouchers were approved.

On motion of Westby / Andler Land Information Department vouchers were approved.

Lisa Walker presented the Register of Deeds Budget Review. The Register of Deeds has no compensatory time to report. Discussion followed.

Kristen Anderson presented the Land Information Department Budget Review. The Land Information Department has no compensatory time to report. Discussion followed.

1. Department Updates:

Register of Deeds:

Ms. Walker updated the committee on activities in the Register of Deeds department. Real Estate recordings are continuing to increase as a result of refinancing as well as sales of homes likely to 1st time home buyers as a result of the 1st time home buyer tax credits. As a whole the Register of Deeds is at 58% of projected revenues.

Ms. Walker informed the committee that the Planning & Zoning Department will no longer be filing septic system maintenance agreements with her office. As a result revenue in the Register of Deeds will decrease slightly. In addition, Ms. Anderson noted that a small decrease in county retained fees would also result. Discussion followed.

Land Information:

Ms. Anderson updated the committee on the Land Information Department. She informed the committee that she submitted a 2009 grant application to the Wisconsin Land Information Program Grants-In-Aid to Local Governmental Units. The Land Information Department is eligible to apply for training and education grants as specified in Wisconsin Statute Section 16.967(7)(b) which authorizes up to a \$300 annual grant. These funds were used to offset the cost attendance at the annual Wisconsin Land Information Association conference. Other department activities were also discussed. Discussion followed.

2. Annual Report Discussion

Ms. Anderson and Ms. Walker discussed how changes in state or federal funding and programs would impact the department. Ms. Anderson stated that she was not aware of any changes that would either positively or negatively impact the Land Information Department. Ms. Walker informed the committee that the proposed Governor's Budget included an increase in the fees for recording birth certificates and removed the sunset date for the increased fees. In addition, it was also proposed that domestic partnerships would also be recorded in the Register of Deeds Office. Ms. Walker also noted that social security redaction may be required on documents recorded in the Register of Deeds. She noted that this change would be effective for new recordings and possibly for historical recordings that have been scanned and indexed. Columbia County scanned and index documents from 1988 thru present. Ms. Walker has developed a department policy and authorization form for redacting social security numbers on older documents for digital records but not on the original. Discussion followed.

3. Department Head Performance Planning Guide, Goal Establishment

The committee discussed the Department Head Performance Planning Guide and Goal Establishment process. Supervisor Teitgen requested the Register of Deeds and the Land Information Department to provide a list of customers for the next meeting. Further discussion would be held at the next meeting.

4. Sale of the Land Records System: Inquiry to Purchase

Ms. Anderson informed the committee that the proposal to purchase the Land Records system from Transcendent Solutions was approved by the Finance Committee. The software has been provided to Transcendent Solutions. Discussion followed.

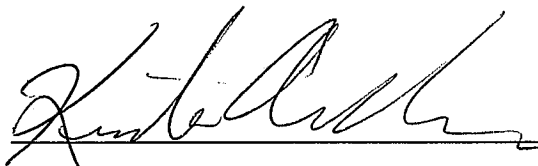
The next regular meeting of the Committee will be Monday June 8, 2009 at 3:00 pm.

On motion of Teitgen / Westby the meeting adjourned at 4:30 pm.

Respectfully submitted,



JoAnn Wingers, Secretary



Kristen Anderson, Director of Land Information

CC: Committee
Chair Wopat
Vice-Chair Westby
Lisa Walker