

LAND INFORMATION AND RECORDS COMMITTEE

December 12, 2005

The meeting was called to order by Chair Lloyd at 2:20 p.m.

Present: Sarah Lloyd, Jim Pugh, Robert Andler, Neil Ford, Robert Stoltenberg

Also Present: Kristen Anderson, Lisa Walker, Susan Martin

On motion of Andler / Ford the agenda was approved.

On motion of Stoltenberg / Andler the minutes of the November 14, 2005 were approved. Supervisor Ford noted several grammatical errors that were corrected. Content was not changed.

On motion of Pugh / Andler Register of Deeds vouchers were approved.

On motion of Ford / Stoltenberg Land Information Department vouchers were approved.

On motion of Andler / Pugh the Land Records System Integration Project vouchers were approved.

Lisa Walker presented the Register of Deeds Budget Review. The Register of Deeds has no compensatory time to report. Ms. Walker noted that in the future the department will no longer need to purchase books for storage of vital records as the Fidlar Software solution for vital records will be ready for use January 2006.

Kristen Anderson presented the Land Information Department Budget Review. The Land Information Department has no compensatory time to report. Ms. Anderson informed the committee that she would be working with the Accounting Department over the next month to explore the possibility of carrying over dollars itemized in the 2005 budget for use in the Wireless 911 project to the 2006 budget.

At the request of Supervisor Martin, the committee was updated on the replacement of the Real Property Lister. Ms. Anderson informed the committee that the Real Property Lister vacancy has been filled. The individual filling the position is currently employed with Columbia County and is scheduled to begin in the Land Information Department January 2, 2006.

At the November 14 meeting Ms. Anderson was asked to report back to the committee regarding the ATC dollars not expended on the Land Records System Integration Project. She informed the committee dollars not expended on the LRS project are dedicated to conservation per county resolution 2-05.

1. Register of Deeds Update

Lisa Walker updated the committee on legislative changes that would increase the cost of birth certificates fees from \$12 to \$15. This is the second time in 2005 that the legislature has considered increasing the fees. Ms. Walker also discussed the 2010 sunset on the county retention of fees as related to birth certificates. Discussion followed.

2. Nomination of Columbia County Register of Deeds to become Secretary of the Wisconsin Register of Deeds Association

Lisa Walker informed the committee that she was nominated and has accepted the position of the Secretary of the Wisconsin Register of Deeds Association. This will be a temporary post set to expire in June 2006, taking over for an individual who has retired. If Ms. Walker would desire to retain the position after June 2006, she would need to seek nomination and election by the Register of Deeds Association. Ms. Walker is currently a member of the Register of Deeds Association Legislative Committee.

3. Land Information Department Update

a. Land Records Modernization Plan

Ms. Anderson informed the committee that the Wisconsin Department of Administration (WDOA) has approved the Columbia County 2005-2010 Land Records Modernization Plan. With DOA approval of the updated plan, Columbia County can continue to retain the \$4 of the first page of recording fees generated in the Register of Deeds office. Ms. Anderson further noted that the according to Wisconsin State Statute 59.72(5)(b)(3) retained fees must be used solely to implemented land information activities as identified in the Plan.

b. Update on Wireless 911 Grant Application

Ms. Anderson informed the committee that Columbia County was tentatively awarded \$388,549.56 of the originally requested amount (about \$498,000). County Emergency Management officials are filing an appeal in an effort to try and increase the dollars awarded to Columbia County. The appeal is due to the Public Service Commission January 2006. Ms. Anderson also informed the committee that Emergency Management is hoping to have the project implemented within 1 year. The Land Information Department will continue to work with the Sheriff's Department and Emergency Management in developing the required spatial data elements and in putting together short and long term maintenance plans. Discussion followed, with Supervisor Martin answering questions related to the meeting between Columbia County and the City of Columbus dispatch center.

c. Wisconsin Land Information Association Annual Conference Update

Ms. Anderson informed the committee that the proposal to present the Land Records System (LRS) Integration Project at the Wisconsin Land Information Association Annual Conference was accepted. The LRS workgroup represented by the Land Information Department, Treasurer, and Register of Deeds will present the project to the general membership at the annual conference March 2006.

d. Update on Land Records System Integration Project

Kristen Anderson provided the committee with an update on Land Records System project progress. The Treasurer is currently using the LRS to generate tax bills and to meet customer requests for year-end tax and assessment rolls. Data is provided from LRS in either PDF report format, hard copy reports, or ASCII delimited files. Work in the Land Information Department on tax parcel management and survey maintenance is in progress. End-user data management screens have been created and are being tested by department staff. Changes to the user screens are on going as a result of staff testing. User reports continue to be created. The Land Information Department is expecting to begin using the LRS for tax parcel maintenance January 2006.

Ms. Anderson also informed the committee that she is participating with MIS and other department representatives to develop policies and procedures regarding the counties enterprise database. The LRS represents one of many future developments in the enterprise database.

The next regular meeting of the Committee will be Monday, January 9, 2006 at 1:30pm.

On motion of Stoltenberg / Ford the meeting adjourned at 3:21 p.m.

Respectfully submitted,

Robert Andler, Secretary

Kristen Anderson, Director of Land Information

CC: Committee
Chair Martin
Vice-Chair Baumgartner
Lisa Walker