

**ROCK COUNTY  
LAND INFORMATION COUNCIL  
MONDAY October 27, 2014 - 9:00 A.M.  
CONFERENCE ROOM – N2  
ROCK COUNTY COURTHOUSE – 5TH FLOOR**

Minutes

1) Call to order.

The meeting was called to order at 9:01 am on Monday, October 27, 2014. Chair Schultz presided. In attendance were: Jennifer Borlick, Vicki Brown, Debra DeWitt, Jason Houle, Sandra Kraft, Randy Leyes and Kris Pehl. Mickey Crittendon was absent.

2) Approval of Agenda.

Ms. Brown moved to adopt the agenda. Mr. Leyes seconded. ADOPTED as presented.

3) Approval of Minutes of October 28, 2013

Mr. Houle moved to adopt the minutes. Ms. Pehl seconded. ADOPTED with the change of the date of the meeting to May 5, 2014.

4) Communications and Announcements

Ms. Brown asked what the protocol will be for running end of year reports for the tax receipts. Her office is open and she has customers coming in until 5 PM on the last day of the month and the reports need to be run in time to open the office by 8:00 am on the next business day. In the past these reports had been run by IT, but with the implementation of the new program the running of the reports is now in the Treasurers office.

5) Elections

**i) Action Item: Chair**

Ms. Brown nominated Ms. Borlick as Chair. Seconded by Mr. Leyes. Ms. Borlick was elected as the Land Information Council Chair by acclamation.

**ii) Action Item: Vice Chair**

Ms. Brown nominated Chair Schultz as Vice-Chair. Seconded by Mr. Houle. Chair Schultz was elected as the Land Information Council Vice-Chair by acclamation.

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

i) Statewide Parcel Map Update

Chair Schultz distributed a copy of the email that she received from the Wisconsin Department of Administration (DOA) containing the official data request for the statewide parcel layer. There are questions/concern with:

1. Total assessed value – This is a new field that is in the process of being added to the database

2. Estimated fair market value – This is not currently in the parcel table, but does exist. Todd in IT is looking into whether or not it can be added to the parcel database.
3. Total Property Tax – This is not in the current database but exists in another table and can be added by Chair Schultz.
4. Zoning – These data are not currently maintained in the parcel database. They are currently maintained as separate data layers in the Planning Department. It would require a considerable amount of processing to get them into the database and would require additional workflows to keep the data maintained once it was there. Additionally, the County has no authority over “General Zoning” and there is a questions as to whether or not it needs to be supplied. Chair Schultz has sent an email to the DoA asking for clarification.
5. Full street address – This is not currently maintained in the database as requested. Chair Schultz is working with Todd and Ms. Pehl to determine the best course of action. She has also requested clarification as to the definition of “municipality” in this item.
6. The data request needs to be fulfilled by December 1, 2014. There are no apparent penalties for not completing on time.

Supervisor Kraft asked to bring this back at the next Council meeting for an update. Chair Schultz stated that there is a proposal that starting in 2016 there may be strategic initiative grants up to \$50K available through the Wisconsin Land Information Program (WLIP) for all counties with the goal to update the parcel mapping. It could be applied to section corners. This is being spearheaded by the Register of Deeds Association. Mr. Houle stated that there may also be funding available through an initiative being led by the County Surveyor’s Association.

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

**i) Records Modernization Update – Surveyor**

Mr. Houle distributed a handout with updates in the Office.

1. SCANNING OF FILED SURVEYS: there are 29,552 documents available on-line with under 500 remaining to be scanned. In 2014 there have been 133 surveys filed in unplatted lands & 80 surveys filed in platted lands.
2. TIE SHEETS: There have been 67 tie-sheets file by the Surveyor representing corners monumented in the field.
3. STATE CARTOGRAPHERS OFFICE: Coordinate Data and tie-sheets for four Townships have been submitted to the SCO for inclusion in the PLSS FINDER website. It is anticipated that all available Townships will be submitted during 2015.
4. STATEWIDE PARCEL MAP: This was discussed in the previous information item. Rock County is in good shape with most of the section corners. The Association would like to see all external section points denoting county boundaries to be completed first. The Wisconsin County Surveyors Association will meet on November 7<sup>th</sup> and Mr. Houle will have more information then.

8) **Information Item:** Web Map Application Update

- i) Ms. Borlick stated the current County GIS website is Version 2.0 of the County GIS website. The user can now choose the basemap be it imagery or “streets view.” There is one floodplain app that has been created for users to be able to see if their property is going to be affected by the upcoming floodplain map changes. There are in development other apps including: Airport Height, Building Site Permit, Real Property, Surveyor and Zoning.

9) **Information Item:** 2015 Budget Items

i) 2015 Orthoimagery Flight

Chair Schultz stated that the County is partnering with the City of Beloit, City of Janesville and City of Milton (Through the Metropolitan Planning Organization.) The addition of the City of Milton will help bring down the cost to the County. We will be asking for 6” resolution imagery which will be better resolution for use by County Offices.

ii) Historical Scanning - Planning

Ms. Borlick stated that much like the Surveyor's office and the Register of Deeds office there are many documents that need to be archived. The Planning Department is looking to scan historical hard copy maps and using the Large Format Scanner. It is unknown if those will be non-geographically referenced or if they will be rubbersheeted to approximate locations. A lot of the scanning can be completed by the Intern. The UW – Madison Map Library has provided some ideas on how to scan the more fragile maps in house. Maps larger than 42” will need to be sent out to scan. It is anticipated that phase of the project could be completed in 2016.

There are also other items in the budget that are available for viewing in the Budget document.

10) Future Agenda Items.

- Wisconsin Land Information Program Update – DoA request.
- GIS Map and App demo

11) Next Meeting Date.

Next Meeting Date will be Monday, May 4, 2015 at 9:00 am

12) Adjournment

The meeting was adjourned at 10:02 am. Ms. Brown moved to adjourn. Mr. Houle seconded.

Minutes by Jennifer Borlick

Minutes are not official until approved by the Land Information Council