

LAND RECORDS COMMITTEE MEETING
 August 8, 2023
 Oneida County Courthouse
 Second Floor – Committee Rm 2
 Rhinelander, Wisconsin 54501

Committee Members	Mike Timmons	Greg Oettinger
Chris Schultz	Robert Briggs	Connor Showalter

Call to Order. Approve agenda for today’s meeting.

Chairman Timmons called the meeting to order at 9:30 a.m. in accordance with the Open Meeting Law noting that the meeting notice was properly posted and the location is handicap accessible. Schultz was absent. Staff members present: Chiamulera, Hill, and Franson.

Motion/Oettinger/Briggs to approve today’s agenda with the order of the agenda at the chairperson’s discretion. All ayes.

Public comments.

There were no comments from the public.

Approve minutes of Land Records meeting on July 11, 2023.

Motion/Briggs/Oettinger to approve minutes of July 11, 2023 meeting. All ayes.

Review of monthly Invoice Paid Report and Budget to Actual Report for Register of Deeds and Land Information.

Franson and Chiamulera presented their departments’ monthly Invoice Paid and Budget to Actual Reports; explained and answered questions from the committee about the new reports, review process, and procedures.

Motion/Timmons/Briggs to accept Land Information and Register of Deeds’ reports as presented. All ayes.

Staff member’s attendance at land-related meetings/seminars.

Franson will be attending the Wisconsin Real Property Listers Association (WRPLA) meeting September 21, 2023 in Hayward, WI. Chiamulera will be sending Real Property Lister (RPL) Jacob Piasecki and Assistant (RPL) Kim Karaba to the same WRPLA Annual State Meeting (ASM) September 20– 22, 2023. Costs are not over yearly budget amounts. The LIO travel will include a 2-night stay and conference fees for 2 staff members.

Motion/Briggs/Showalter to approve requested travel for ROD and LIO to WRPLA Meeting outside of county. All ayes.

Land Information Purchase Order request for 3-year ESRI software maintenance agreement.

Chiamulera presented the upcoming 3-year ESRI GIS Mapping (2024 to 2026) software maintenance agreement. Chiamulera explained that ESRI is increasing our yearly maintenance fee, as it has been static for approximately 10 years. Supervisor Timmons asked if other County departments contribute to the maintenance costs of the software that runs maps for Forestry, Sheriff’s Dept, Highway, etc. Discussion ensued on paying for this maintenance. Maintenance costs for all ROD and LIO software are paid by the ROD retained fees for Land Records Modernization from a Continuing Appropriations account.

Motion/Oettinger/Briggs to approve Land Information Office to sign the 2024-2026 ESRI 3-year maintenance agreement, for a total cost of \$109,450.00; also for Land Information to create Purchase Order for total amount, to be paid over the next 3 years, pending corporation counsel approval. All ayes.

Land Information & Register of Deeds 2024 budget requests.

Franson presented the Register of Deeds projected 2024 budget to the committee, answering questions and explaining changes compared to last year. Discussion included increases from the Clerk’s office potential postal machine purchase and increases in telephone monthly costs and maintenance, divided up among all department budgets. Supervisor Showalter questioned where the wage amount increase came from; Kyle explained that wage data came from a worksheet provided by Finance, and increases included potential COLA amounts and step increases.

Motion/Timmons/Briggs to approve and forward Register of Deeds 2024 budget items to Administration committee. All ayes.

Chiamulera presented the Land Information projected 2024 budget to the committee, answering question and explaining changes as compared to last year. Changes include the Land Information Aide position becoming full time in the LIO, increasing telephone and postal costs, and an addition of a \$20,000 request in the Aerial Photography budget to prepare for a 2029 aerial photography flight. Sara explained that this was advised in the 2023 budget process, as a way to create a savings account for a flight, versus requesting a CIP for the full amount, as was done for the upcoming 2024 spring flight.

Motion/Briggs/Showalter to approve and forward Land Information 2024 budget onto Administration committee. All ayes.

10:00 AM Opening of the sealed bids received for Oneida County tax foreclosed property offered for sale with the bid deadline of 4PM, August 4, 2023 and discuss and act to recommend sales of properties to bidders.

No bids were received by the Oneida County Clerk by the due date of August 4, 2023 for PE-46-4. Chiamulera recommended that the process for offering PE-46-4 for sale be moved into the next round land sales with minimum bids and bid deadline being set at a later date. No resolutions needed.

Motion/Briggs/Oettinger to move PE-46-4 to the next set of land sales. All ayes.

Recognition of Sara Chiamulera's 5-Year Service Award.

Chiamulera received a 5-year service award. Franson spoke in celebration of Chiamulera's achievements during her time with Oneida County. Timmons also spoke positively about Sara's service time.

Public Comments.

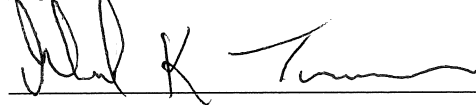
There were no comments from the public.

Date of next meeting and items for agenda.

The next meeting will be September 12, 2023.

Adjournment.

Adjourn the meeting at 10:14 A.M.



Michael Timmons Chair Land Records Committee



Sara Chiamulera Staff Chair