

LAND RECORDS COMMITTEE MEETING
 April 12, 2022
 Oneida County Courthouse
 Second Floor – Committee Rm 2
 Rhinelander, Wisconsin 54501

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| Committee Members | Bill Liebert | Sonny Paszak |
| Mike Timmons | Greg Pence | Greg Oettinger |

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

Chairman Paszak 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. All members present and staff members Mike Romportl, Kyle Franson, Sara Chiamulera. Corporation Counsel Mike Fugle & Randy Boehlert present for the Closed Session. Zoom call in option was available.

Motion/Timmons/Paszak to approve today’s agenda. All ayes.

Public comments.

Romportl introduced Sara Chiamulera as the new Land Information Director upon his retirement upon confirmation from the County Board.

Approve minutes of Land Records meeting on March 8, 2022.

Motion/Pence/Oettinger to approve minutes of the March 8, 2022 meeting. All ayes.

Monthly bills, line item transfers, purchase orders, monthly budget summary, non-budgetary item requests, and vouchers.

Franson reviewed monthly bills, expenses, and vouchers for the Register of Deeds.

Motion/Pence/Paszak to approve monthly bills, expenses, and vouchers as presented by the Register of Deeds Office. All ayes.

Franson noted that in the February meeting he overlooked getting approval for travel for the Wisconsin County Constitutional Officers (WCCO) meeting in March, he did receive approval for the expenses for the conference so the committee was aware of the travel.

Romportl reviewed monthly bills, expenses, and vouchers for the Land Information Office.

Motion/Timmons/Paszak to approve monthly bills, expenses, and vouchers as presented by the Land Information Office. All ayes.

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

Romportl reported there is a Wisconsin Land Information Association (WLIA) conference in Stevens Point May 24-26th. They are not sure if Chiamulera or a different staff member would be attending at this time.

Motion/Pence/Paszak to approve staff’s attendance at meetings/conferences as presented by the Land Information Office. All ayes.

Franson reported he will be attending the Wisconsin Register of Deeds Association (WRDA) summer meeting from June 6-8 in Pewaukee.

Motion/Paszak/Pence to approve staff’s attendance at meetings/conferences as presented by the Register of Deeds. All ayes.

Register of Deeds adding an electronic recording Memorandum of Understanding with e-Recording Partners Network (ePN).

Franson supplied the committee with a memo from e-Recording Partners Network (ePN) regarding adding them as an electronic document recording vendor. Timmons inquired about the cost to the County, Franson explained there is no cost to Oneida County to add ePN as a vendor. Liebert asked about the process of electronically recording documents compared to that of paper documents and Franson explained the process and more are now electronic than paper.

Motion/Liebert/Timmons to approve adding e-Recording Partners Network (ePN) as an electronic document recording vendor. All ayes.

Agreements with WI Department of Administration and Oneida County, and Oneida County and Ayres & Associates for the LiDAR (elevation) project.

Romportl gave a recap of the LiDAR project, which was submitted last fall. Agreement approved by Corporation Counsel. The first part of the project is for Oneida County to enter into an agreement for \$136,840 with the Wisconsin Department of Administration for the acquisition of the LiDAR which is planned for this spring and then the data will be processed by the vendor and checked by the United States Geological Survey (USGS). Half will be billed this year, and half next year after the data is finalized and delivered which if all goes well will be mid-2023. USGS is contributing \$237,000 to the total project cost of \$437,000. The second part of the project will be an agreement with Ayres &

Associates for creating the contours and other products for the county which we have the cost and Sara will bring back to the Committee.

Motion/Pence/Oettinger to authorize the Land Records Chair and County Board Chair to sign agreement as presented with the Wisconsin Department of Administration for the LiDAR project. All ayes.

Update on implementing the Transcendent Technologies Permit Module, IMS21 imaging solution and costs.

Romportl provided the committee with an update on the implementation schedule of the Planning and Zoning permit module which is planned to launch the week of May 9th. Romportl indicated the IT Department is working with the vendor for the IMS21 imaging system to integrate the images with permit module which will cost about \$7,000. The cost should be covered by the capital improvement for the project. Kyle mentioned this is part of the overall IT project to move the image program off the AS400 to a Window server that IT will be doing later this year and may have to put it in a capital improvement project.

Update on 2021 Senate Bill 829 pertaining to tax foreclosed properties and future administration.

Romportl gave an update on Senate Bill 829 which was passed by the State Legislature despite counties opposition. Currently, if Oneida County sells a tax foreclosed property, if the owner has lived in the property within the last five years they can request to share in the proceeds of the sale. SB 829 would allow the previous owner of tax foreclosed properties to receive the excess proceeds of a sale even if they do not use the property as their homestead. If the property has any liens, the lien holders may also be entitled to the proceeds. This will impact future budgets for Oneida County.

Resolution for access easement for County owned parcel # Rhinelander 9333-1001, 1991 W Winnebago ST.

Romportl asked that this item be postponed pending Corporation Counsel and the landowner's final review.

Motion/Timmons/Liebert to indefinitely postpone this item. All ayes.

Request by adjoining landowner(s) listed below to purchase excess county lands adjacent to road(s) and act on resolution to convey the excess lands:

- a) **John Gatton, County Q, Town of Schoepke, part of parcel # SC-148-2; NW-NE, Section 15, T35N-R10.**
- b) **Mark Gatton, County Q, Town of Schoepke, part of parcel # SC-148-2; NW-NE, Section 15, T35N-R10.**

These are standard requests for excess county lands along a road.

Motion/Timmons/Paszak to approve the resolutions as presented for Gatton requesting land adjoining County Q and forward to County Board as a consent agenda item. All ayes.

Fees for public land survey corner restoration for Chapter 21 County Ordinance.

Chapter 21 of the county ordinance indicates the Committee shall set the fees for section, quarter corners of the public land survey corner work in the course of a surveyors regular survey work to maintain these corners. Romportl went through the fees, which reflect the current prices being paid. Romportl mentioned the preservation of the corners is the basis for landowners and the county is responsible to preserve the corners. Romportl also went through changes to the process of corner restorations for surveyors now requiring two of the references being iron pipes other two being bearing trees. He explained the option for GPS to get coordinates which will be beneficial if all the bearings trees are gone it could be reset with the coordinate.

Motion/Timmons/Paszak to approve the fee schedule as presented. All ayes.

Agreements with Land Surveyor referencing/restoring public land survey corners as part of road construction projects across the County.

Romportl explained that every year letters are sent to the towns asking where they are planning to do road construction, so the section corners and quarter corners located in the roadways can be referenced before they are disturbed by construction, and after the work is complete, the surveyor resets the corner. Romportl reviewed the agreement we have used in the past for surveying and requested authorization to enter into work agreements with the private survey companies as needed to reference the corners. Romportl has one agreement out there where the surveyor is unable to retrieve the corners data due to computer issues. 11 corners will need to be reset, so Romportl also requests to terminate the previous agreement so Romportl can get them assigned to another surveyor.

Motion/Paszak/Oettinger to authorize the Land Information Office to enter into work agreements with private surveyors to reference corners in advance of road construction, and terminate the previous agreement with the surveyor and re-assign the corners. All ayes.

Land Information Director/County Surveyor position/transition and anticipated GIS Specialist-Addressing Coordinator position vacancy.

Chiamulera explained that due to her taking the Land Information Director position, her previous GIS Specialist-Addressing Coordinator position will be vacant. Chiamulera let the committee know that she plans to fill the position. There was a brief discussion on changes to the GIS website since its old and something Sara will be working on. Motion/Timmons/Paszak to send information to LRES to fill the vacant GIS Specialist-Addressing Coordinator position. All ayes.

Franson wanted to make a quick comment before he left and thanked Mike and the Committee for the work and support over the years and congratulated Sara on her new position.

Mike Fugle and Randy Boehlert joined the meeting.

Before going into closed session for #15, Mike Timmons asked about this and we are talking about a request by an adjoined and if it was already discussed. Romportl indicated we talked about the parcel in closed session before but not the request for easement by the adjoiner and did talk about the parcel when we first had the parcel available. Fugle advised the parcel could be talked about if the Committee needed more information to make a decision to go into closed. Timmons did not think there was a need. Fugle advised the Committee there are three adjoining parties involved in the matter and each has retained Counsel so he suspects he will be giving advice that may end up in litigation so that is why he suggested to post as closed session. Timmons said that is the clarification he needed. Romportl gave a brief background of when we got all the properties. Liebert asked we set this parcel aside and talk to the Town about wanting it for access and in February it was recommended to wait until April to discuss. Since then we received this request for access. Fugle indicated the Town does not want the parcel. Liebert asked about the parcel history and Romportl explained it was a remnant parcel that was part of the original survey of parcels in Highlander and was excepted out in the metes and bounds Parcel 13 deed. The survey map showed the area as a road easement. Liebert expressed that he did not feel it was necessary to meet in closed session for item A.

It is anticipated that the committee may meet in closed session pursuant to Wisconsin Statute. A roll call vote will be taken to go into closed session and it is anticipated that the committee will return to open session by roll call vote to consider the remainder of the meeting agenda. Conferring with legal counsel concerning strategy to be adopted by the governmental body with respect to litigation in which it is or is likely to become involved. Sec. 19.85(1)(g).

a. **Request by Jerome Hribar for easement access from Highlander Road across tax foreclosed property parcel number PL-458-100, located in Gov't Lot 7, Section 19, Township 37 North, Range 9 East, Town of Pine Lake.**

b. **Approved closed session minutes from February 8, 2022 meeting.**

Motion/Oettinger/Pence to enter into closed session at 10:35 AM. Roll call vote. 4 Ayes 1 Nay (Liebert Nay).

A roll call vote will be taken to return to open session and may ratify any matters(s) discussed in closed session.

Motion/Oettinger/Liebert to return to open session at 11:09 A.M. Roll call vote. All ayes.

Announcement of any action taken in closed session.

Closed session minutes from the February 8, 2022 meeting were approved.

Motion/Timmons/Pence to approved closed session minutes of February 8, 2022.

Motion/Timmons/Pence to deny request for access easement and proceed with adding parcel PL-458-100 to the next Oneida County land sale, and to encourage the adjoiners to come to an agreement prior to it being offered for sale. All ayes.

Fugle then excused himself from the meeting.

Public Comments.

Romportl thanked the committee for all their support over the years. Paszak thanked Romportl for all of his work for the County.

Date of next meeting and items for agenda.

The next meeting will be May 10, 2022 at 9:30 AM.

Adjournment.

Adjourn the meeting at 11:12 A.M.

Michael Timmons

Chair Land Records Committee

Sara Chiamulera

Staff Chair