

LAND RECORDS COMMITTEE MEETING
 May 10, 2022
 Oneida County Courthouse
 Second Floor – Committee Rm 2
 Rhinelander, Wisconsin 54501

Committee Members	Mike Timmons	Moria King
Greg Oettinger	Chris Schultz	Robert Briggs

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. Zoom call in option was available. Committee member Oettinger was absent. Staff members Chiamulera, Franson, Hilgendorf, and Piasecki were present.

Motion/Briggs/Schultz to approve today’s agenda. All ayes.

Public comments.

Committee member and staff introductions were made.

Approve minutes of Land Records meeting on April 12, 2022.

Motion/Timmons/King to approve minutes of the April 12, 2022 meeting. All ayes.

Introduction of new members and election of Vice Chair.

Chiamulera supplied the committee with copies of the Land Information 2021 Annual Report to give an overview of the office’s tasks and responsibilities. Moria King was nominated to be Vice Chair, no other nominations made. All ayes.

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

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

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

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

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

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

Franson reported he will be attending the Wisconsin Register of Deeds Association (WRDA) summer meeting from June 6-8 in Pewaukee, which was approved in the April meeting. Franson also noted that he will be attending a district meeting for the WRDA on May 25th in Pelican Lake.

Chiamulera reported that she may be attending the regional Wisconsin Land Information Association (WLIA) conference from May 25-26th in Stevens Point, depending on her recovery from her upcoming knee surgery. This conference was approved in the April meeting.

Out of County day travel requests policy for Land Information Office and Register of Deeds

Chiamulera and Franson requested approval for out of county day travel that is within their budgets. Currently county policy requires any out of county travel to be approved by the Committee of Jurisdiction. Chiamulera and Franson reported that this is meant for when meetings are called on short notice or fieldwork requires travel to adjoining counties, they may not have enough time to bring before the committee. Overnight travel would still be brought to the Committee.

Motion/Briggs/King to approve any future out of county day travel for Register of Deeds and Land Information staff that is within their budgets and at the Department Head’s discretion. All ayes.

Ascent Land Records Custom view Update

Hilgendorf explained that Oneida County’s tax data is held in our Ascent Land Records system which is provided by Transcendent Technologies. This program also facilitates the data into our GIS applications. One issue with the Ascent system is that the mailing address information is all held within one field. In the previous system, the mailing address information was broken up into separate fields. There have been requests from the public to go back to the separate fields for the mailing address as it is more beneficial for sorting purposes and mailing creation. A request has been made for Transcendent Technologies to create an export/view that splits the mailing addresses into separate fields. A second part of the request is to include the previous year’s tax data into the GIS application, which is needed for things

like the creation of lake districts. King asked for an explanation of Lake Districts. Hilgendorf explained it is an additional tax on property on or within a certain area of a lake used for lake specific projects. The estimated cost for the project is \$2400.

Motion/King/Briggs to approve funding for Ascent Land Records custom view update request. All ayes.

First Quarter Workers Compensation Report

LRES requested that these reports be shared with the committee. There are currently no open worker compensation cases for the Land Information Office or the Register of Deeds. King asked if there are County-wide safety trainings. Timmons explained that it is up to the departments to handle any safety trainings as each department has different criteria for safety.

Resolution for access easement for County-owned tax parcel number RH-9333-1001; 1991 W Winnebago ST

Chiamulera supplied the committee with a copy of the resolution and gave a background on the situation. W Winnebago St is a private road. Oneida County owns the Koinonia building which is accessed off of W Winnebago. The owner of the private road has agreed to grant the County an access easement. Briggs inquired about the cost of the easement to the County, Chiamulera explained there is no cost other than the \$30 recording fee for the easement document.

Motion/Briggs/King to approve resolution and forward easement to County Board as a consent agenda item. All ayes.

Discussion on GIS/Web Mapping Replacement

Hilgendorf gave a background on the County's GIS web mapping programs. The OneView application is becoming outdated and no longer works well on mobile devices. The Parcel Viewer application is powered by ESRI and works well on mobile devices but is dated as well. Hilgendorf suggested adding the features from OneView to the Parcel Viewer application and making an updated single application. Hilgendorf explained that the County has a 40 hour support block through Pro-West that would be used to complete the project.

Motion/King/Briggs to approve using Pro-West & Associates support block to upgrade the GIS Parcel Viewer application. All ayes.

Addressing Coordinator/GIS Specialist Hiring Update

Chiamulera updated the committee on the process of hiring someone for her previous job, Addressing Coordinator/GIS Specialist, which is now vacant.

Public Comments.

There were no comments from the public.

Date of next meeting and items for agenda.

The next meeting will be June 14, 2022 at 9:30 AM.

Adjournment.

Adjourn the meeting at 10:39 A.M.

Michael Timmons

Chair Land Records Committee

Sara Chiamulera

Staff Chair