

LAND RECORDS COMMITTEE MEETING June 14, 2022 Oneida County Courthouse Second Floor – Committee Rm 2 Rhinelander, Wisconsin 54501		
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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. Committee member Briggs excused absence. Staff members Chiamulera, Franson, Hilgendorf, Boehlert, and Piasecki were present. Corporation Counsel Chad Lynch present for the closed session.

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

Public comments.

There were no comments from the public.

Approve minutes of Land Records meeting on May 10, 2022.

Motion/Schultz/Oettinger to approve minutes of the May 10, 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/Timmons/Schultz to approve monthly bills, expenses, and vouchers as presented by the Register of Deeds Office. All ayes.

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

Motion/King/Oettinger 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.

Franson and Chiamulera reported no attendance.

Update on Register of Deeds request of State and Local Fiscal Recovery Funds (American Rescue Plan Act-ARPA) for Back Indexing of Register of Deeds documents.

Franson updated the committee on his ARPA funding request for the back-indexing of Register of Deeds documents. The minimum amount to request for the funds is \$100,000 so Franson increased the years to be back indexed to meet that requirement. King asked how much time the Register of Deeds Office spends searching for the public. Franson explained that they do not do searches for the public but do assist with finding documents or information. If the public wants to do a search of their property, they can use the online index which is back-indexed to 1995, but anything later than that requires a manual search of the tract books. Franson explained that his goal is to submit the request to the Administration Committee and if approved there it will go to the County Board.

Motion/King/Timmons to forward Register of Deeds ARPA Funds Request for back indexing of documents to the Administration Committee. All ayes.

Land Information Plotter discussion.

The Land Information Office is looking to purchase a new plotter. The current plotter was purchased in 2013 and showing its age. They received a quote from West-Allis Blue for a new Canon single roll plotter with copying/scanning capabilities for \$7,700.00, including delivery and installation. The IT Department was informed and approves purchase. Purchase funding option 1 is to use funds from Land Information continuing appropriation levy monies, which is used as emergency funds; option 2 is to request monies through Admin Committee. Timmons recommended using the Land Information emergency funds. King asked about what else the emergency funds are used for, Chiamulera explained it is used for urgent purchases needed for the office. Schultz asked if other quotes had been received and gave recommendations of other companies to try.

Motion/Timmons/Oettinger to approve purchase of plotter for Land Information Office using emergency funds. All ayes.

2024 Air Photo Flight; move CIP (capital improvement project) request to 2022 budget season.

Oneida County's aerial imagery is currently on a 5-year plan which means the next flight would need to occur in 2024. The air photo flight was submitted as a CIP for the 2025 budgeting year, the year after the flight. The Land Information Office would like to move the CIP request to this year's budgeting season. The CIP request will be for \$100,000, and will fund county-wide 6-inch resolution imagery. Chiamulera explained that the ARPA fund requirements have been loosened which may open an opportunity to use those funds for the aerial imagery. Smigielski recommended taking a two tier approach using CIP and ARPA funds for the project.

Motion/Timmons/King to move CIP request for Air Photo Flight from 2025 to 2022 budget cycle and to look into using ARPA funding as well. All ayes.

Update on GIS/Web Mapping Replacement Project & Ascent Land Records Custom View.

Chiamulera gave an update on the Ascent Land Records Custom View update that was approved in the previous meeting. Transcendent Technologies completed the project in less time than anticipated so the cost should be less than previously expected. Hilgendorf gave an update on the new GIS program that will replace the OneView and Parcel Viewer applications. Hilgendorf went over the tools that will be added using the support block from Pro-West, including a buffer tool and advanced measure tool. King asked if there was a time frame for the new application. Hilgendorf explained that there is no set date and it is dependent on the availability of Pro-West. King also suggested adding a message on the current GIS programs with the dates of when they will be retired.

Northwoods Transit Connections (Oneida/Vilas County Transit Commission) Business Location Parcel Search.

Barb Newman, Transit Manager, with Northwoods Transit Connections was present. Northwoods Transit is looking to purchase or lease land from Oneida County to build a new facility. They have a grant available to build a facility if they can find land that fits their needs. They are looking for at least 2 acres and would like it to be in the Rhinelander area. Timmons referenced previous meetings where the committee looked for properties for the Oneida County Fair and questioned whether there was previous research done that could be used.

It is anticipated that the County Board may meet in closed session pursuant to Wisconsin Statutes Section 19.85(1)(f) for purposes of considering financial, medical, social, or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of specific charges, which, if discussed in public would likely have an adverse effect on the reputation of the person referred to in such data (Topic: Staffing Update); Section 19.85(1)(g) 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 (Topic: Hribar PL-458-100 Discussion and Update); Section 19.85 (1)(e) deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session (Topic: Potential Sale of Parcels off Air Park RD being part of Certified Survey Map # 5001 in GL 1 [NE-NE] Section 11 and GL 11 [SE-SE] Section 2, Township 36 North, Range 8 East, City of Rhinelander, Parcel numbers RH-9011-0106 & RH-9011-0102). A roll call vote will be taken to go into closed session and it is anticipated that the County Board will return to open session by roll call vote to consider the remainder of the meeting agenda.

a. Approved closed session minutes from April 12, 2022 meeting.

Motion/Timmons/Oettinger to enter into closed session at 10:34 AM. Roll call vote. All ayes.

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

Motion/Timmons/Oettinger to return to open session at 11:01 AM. Roll call vote. All ayes.

Announcement of any action taken in closed session.

Timmons recommended continuing the staffing topic in open session. Chiamulera explained that the Land Information Office would like to move the Land Information Aide position to a full time position, as it was previously. Currently the position is split 50/50 between the Land Information Office and Register of Deeds Office. Due to workload and other staffing issues, the Land Information Office would like to have the Aide position be full time. King asked how this change would be paid for. Chiamulera explained that the Land Information Office has saved money by having vacancies in positions as of late, as well as the change in compensation for various positions due to replacing retirees.

Motion/Oettinger/Schultz to forward request to move the Land Information Aide position to full time to the LRES Committee. All ayes.

Public Comments.

There were no comments from the public.

Date of next meeting and items for agenda.

The next meeting will be July 12, 2022 at 9:30 AM.

Adjournment.

Adjourn the meeting at 11:08 A.M.

Michael Timmons Chair Land Records Committee

Sara Chiamulera Staff Chair