

## Land Information Committee Meeting Minutes

County Board Room, Courthouse Annex & Via WebEx meeting

July 14<sup>th</sup>, 2020

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<b>Members Present:</b>	Frank Easterday, Chair	Dave Williams, Vice Chair	Mary Rae
	Kay Stanek	Kyle Semke	Rachel Hanson
	Ben Wojahn (10:35)	Dawn Nemec	Tim Dahlen
	Laurence Johns	Ashley Oliphant	Bruce Olson

**Others in Attendance:** Doug Avoles - LIO; Taylor Voegeli – GIS Tech

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1. **Call to Order:** The meeting was called to order by Easterday at 10:05 am.
2. **Public Notice Affirmation:** Avoles confirmed proper notice and posting.
3. **Review Proceedings of Previous Meeting:** Johns requested to add to item #9 of the June 9<sup>th</sup>, 2020 meeting minutes. He requested to add the concern of an exhaust leak to the usability issue with the available LWCD truck for the County Surveyor. **Motion by Rae/Stanek to approve the minutes. Motion carried.**
4. **Review and Approve Vouchers for Payment:** Vouchers for July totaling **\$17,808.57** were reviewed. **Motion by Williams/Rae to approve the vouchers. Motion carried.**
5. **Land Information Fund Report – Treasurer:** Dahlen reported for Hanson that the Land Information pool balance as of June 30<sup>th</sup>, 2020 is **\$21,784.20**. The report listed June expenses being **\$96,022.62** and income as **\$5,560.75**.
6. **Document Recording Numbers/WLIP Retained Fee Report - ROD:** Nemec distributed a report showing the current and historical recorded documents. There was a total of 683 real estate documents recorded in June, with a total of **\$4,781.00** sent in to the State, and **\$5,464.00** retained by the County for the Land Information Program.
7. **2019 WLIP Grant/Retained Fee Annual Report:** Avoles distributed a report showing what the retained fees and grant money is spent on every year, this report is required to be submitted to obtain WLIP funding. The amount awarded in WLIP grants for 2019 was \$108,632.00, the total amount of document recording fees obtained was \$41,368.00, and the total amount of grants and retained fees provided through WLIP in 2019 was \$150,000.00. The report is broken down into 13 Land Information spending categories and the estimated total cost of spending associated with each category. The total spent for 2019 was approximately \$106,328.44.
8. **Realtor and Citizen Land Information Council Member Positions:** After speaking with Nikki, Vernon County's Corp Counsel, Avoles discussed the requirement under State Statute to fill the Realtor and Citizen council member positions. Avoles asked for recommendation on how to proceed; either by advertising for interest or solicit interest from specific individuals. Avoles stated he will post an ad in the Vernon County Broadcaster as well as send a copy to each council member to hand out. Voegeli asked if one person could fill both positions. Avoles stated yes, that could be an option. Nemec suggested contacting the Economic Development and Tourism Coordinator, Christina Dollhausen, to post an ad on the Vernon County Government Facebook page. Johns asked if it was possible that Garrick Olerud, the previous Realtor council member, could fill the position. It was stated he could, however there may be a timing conflict, as Olerud is on the Zoning Committee, and they typically meet before Land Information. Voegeli asked if she could fill the Citizen position since she's at the meetings anyways. Avoles stated no, because she is staff. Rae recommended advertising for the two positions to avoid favoritism or any legal issues. **Motion by Rae/Stanek for the positions to be advertised, per Corp Counsels' legal advice. Motion carried.**
9. **Land Information Office 2021 Budget Approval:** Avoles distributed a handout showing a summary of 4 proposed 2021 Land Information Office budget options. Through discussion, it was determined it costs Land Information \$8,300.00 a year to provide ArcGIS licenses and GCS needs to other departments. It was discussed that keeping all licensing through one department is best practice, as not to disrupt installations or updating needed to maintain the programs. The County Surveyor Levy totals \$67,157.03, the Additional Levy needed (plus the \$8,300.00 mentioned above) totals \$95,321.45, giving a total levy need of roughly \$162,478.48 (this number being the highest option/worst case scenario), bringing the total 2021 Land Information Office budget to a maximum of about \$355,839.00. **Motion by Rae/Williams to approve the updated budget and present it to the Finance Committee at their July 16<sup>th</sup> meeting. Motion carried.**

Official Copy –Approved at the October 13th, 2020 Meeting

10. **Presentation on GIS Web App for Flood/Disaster Damages:** Avoles presented a brief demonstration of the Flood/Disaster Damages GIS Web App he has been working on. This application will be used to track current and historical damage data recorded during a disaster event. This application plays a fundamental part in the success of the Multi-Agency Flood Mitigation group that consists of numerous Vernon County departments and the Valley Stewardship Network. The app allows the tracking of GPS data, parcel numbers, destruction type, address data, and various other attributes. This allows more staff/volunteers to be taking calls and entering data in real time if/when the EOC has to open again due to a disaster event. From the collected data within the app, a dashboard can easily be created to interpret overall totals of various data.
11. **Audience to Visitors:** None.
12. **Confirm Next Meeting Date:** The next meeting is set for Tuesday, October 13<sup>th</sup> at 10:00 am in the County Board Room.
13. **Adjourn: Motion to adjourn at 11:25 am by Semke/Stanek. Motion carried.**

Minutes Respectfully Submitted by: Taylor Voegeli