

## Land Information Committee Meeting Minutes

Land Information Office, Courthouse Annex Room 310

June 11, 2019

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**Members Present:** Frank Easterday, Chair; Mary Rae; Garrick Olerud (10:25 am); Rachel Hanson; Laurence Johns; Tim Dahlen; Ben Wojahn; Dawn Nemece; Dave Eggen (10:05 am)

**Others in Attendance:** Doug Avoles, LIO; Taylor Voegeli, GIS Tech; Lonnie Mueller, citizen

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1. **Call to Order:** The meeting was called to order by Easterday at 10:00 am.
2. **Public Notice Affirmation:** Avoles confirmed proper notice and posting.
3. **Review Proceedings of Previous Meeting:** Minutes from the April 9, 2019 meeting were presented and reviewed. **Motion by Rae/Johns to approve the minutes. Motion carried.**
4. **Review and Approve Vouchers for Payment:** Vouchers for June totaling **\$5,301.89** were reviewed. **Motion by Wojahn/Rae to approve the vouchers. Motion carried.**
5. **General Reports From Departments Managing Land Information:**
  - Land Information Fund Report: Hanson presented the Treasurer's report. The beginning Land Information pool balance was **\$85,329.33**; April expenses were **\$8,190.58**; there was a correction of **\$36.00** in sale of products; **\$3,168.00** in retained fees; no interest reported; and grants were **\$25,000.00** leaving a balance of **\$105,270.75** as of 4/30/2019.
  - Document Recording Numbers/WLIP Retained Fee Report: Nemece distributed a report showing the year to date recording and retained fees. There was a total of 460 real estate documents recorded; for May 2019, with a total of **\$3,220.00** sent in to the State, and **\$3,680.00** retained by the County for the Land Information Program. (362 real estate documents recorded for April 2019, with a total of \$2,534.00 sent in to the State, and \$2,896.00 retained by the County for the Land Information Program).
  - Property Lister Report: Dahlen reported 53 parcel splits so far this year. Dahlen has started processing those splits.
  - Zoning Office Report: Not present.
  - Land & Water: Wojahn reported the progress with the Farmland Preservation and Nutrient Management tracking software GCS has been working on. He stated non-metallic mining and quarry's will be able to be tracked also; all of which will be tied to the corresponding tax parcel. Wojahn also discussed, and welcomed others to join, a meeting with GCS every Wednesday, 1pm via phone, to discuss any new progress on the tracking software. Eggen discussed changing of the state legislature on non-metallic mining laws and how that would impact local authority. Wojahn gave a dams update and discussed a meeting with the state engineer (Steve Becker, NRCS). He discussed a grant for watershed planning for the Coon Creek Watershed and the West Fork of the Kickapoo, including Jersey Valley and MIsna dams. Vernon County will be working on and applying for the grant with La Crosse and Monroe counties. Wojahn stressed that the dams will not be done the same way they were previously, as Steve Becker wants to focus more on abutments and how to prevent another blowout.
  - Dispatch Report/911 System & Addressing: Not present.
  - Surveyor Report: Johns reported reviewing 16 CSM's year to date; 7 in May and 2 in June so far. Dave Eggen joined Johns on a corner maintenance outing. Johns discussed the problem of 2 monuments that were supposed to be County Monuments; they were not actually set as county monuments, but were paid as a bounty to that surveyor. Johns and Eggen set a county monument and collected coordinates. Johns stated a land owner requested a monument be dug deeper and sign moved for farming purposes. Wojahn suggested a press release to make farmers more aware to have monuments dug deeper and/or signs moved before farming practices. Johns discussed bounty payment situations, that were not budgeted for, but arose, as it saves time and money for private surveyors to find and verify corners while nearby in the field, instead of Johns making a special trip to verify.
  - Land Information Office Report: Avoles has been updating the Westby parcel mapping and completed mapping around of the Village of Newton, which proved to be difficult. He stated the

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county wide parcel mapping is almost finished, with the west side of the county remaining. Pro-West delivered the mapping for the Village of Genoa, their last submission. Based on the mapping provided, Avoles updated the corporate boundary for the villages of Genoa and Chaseburg, as that data will be submitted again in July. Avoles discussed the Mobile Web app he created for fishing easements throughout the county, which is accessible through cell phone or web browser. Wojahn added how helpful that information is for tourists and locals both to use. Avoles will be working on the Annual Land Information Program Report to be completed by the end of the month; he will bring a copy of that report to the next meeting.

6. **Updated CSM/Plat Review Ordinance Process & Fee Schedule Approval:** Johns reported the Board approval of a change in ordinance for CSM/Plat Reviews, which adds the subdivision plat review process. Johns discussed the updated review process where all surveys will come to him, instead of the ROD; the \$50 review fee will stay in Land Info, making everything more centralized. The process of handling the money from the review fee still needs to be ironed out; whether it goes to Sarah at Land & Water or straight to the Treasurer's office. Johns will contact private surveyors who do work in the county, and make them aware of changes. Also discussed, a \$100 review fee will be implemented for subdivision plats that are not required to be reviewed by the State Plat Review.

**Motion by Eggen/Nemec to approve updated CSM/Plat Review Process, keep the \$50 review fee for survey maps, and a \$100 fee for subdivision plats. Motion carried.**

7. **Revised PLSS Bounty Program & Fee Schedule Approval:** Johns discussed current bounty program, where \$350 was paid to surveyor who filled out an application to fully complete a section corner (set county monument, provided a tie sheet, and provides a survey grade coordinate), \$250 was paid to a surveyor who did not change the existing substantial monument, \$150 was paid for providing updated coordinates (everything else was existing and acceptable). Johns stated changing the \$150 payout to \$50, as he is full time now and is able to collect coordinates if necessary. Johns discussed the adding of WISCORS Network Rover to the list of acceptable procedures for coordinate collection. Olerud asked why LIO is paying bounties for monuments and coordinates. Avoles explained that some corners were not part of projects and were derived from existing corners or survey information. Instead of Laurence taking time to collect coordinates on those corners, it is more convenient to pay a bounty to collect the coordinate to a private surveyor doing work in that area already.

**Motion by Rae/Olerud to approve the Revised PLSS Bounty Program & Fee Schedule. Motion carried.**

8. **Audience to Visitors:** None.
9. **Confirm Next Meeting Date:** The next meeting was set for Tuesday, July 30<sup>th</sup>, 2019 at 10:00 am in the County Board Room.
10. **Adjourn: Motion to adjourn at 11:00 am by Rae/Eggen. Motion carried.**