

**Winnebago County  
Land Records Council  
Minutes**

Wednesday, August 08, 2012, 1:30 P.M.  
3<sup>rd</sup> floor Conference Room  
County Administration Building

PRESENT: LIO/County Planning & Zoning Director-Jerry Bougie, County Board Supervisor-Patrick Brennand (Vice Chair), County Emergency Management Director-Linda Kollmann, County Treasurer-Mary Krueger, County Board Supervisor/Realtor-Kathy Lennon (Chairperson), Public Member/ECWRPC-Trish Nau, County Property Lister-Liz Nichols, County Register of Deeds-Julie Pagel (Secretary), Registered Professional Land Surveyor/Martenson & Eisele-Jim Smith.

OTHERS PRESENT: Diane Culver, Dean Kaderabek, Dave Levine, Andy Maracini

The meeting was called to order by Chairperson Kathy Lennon at 1:30 P.M.

• **INTRODUCTIONS**

- Each member of the Council introduced themselves.

• **APPROVAL OF MINUTES**

- Motion was made by Patrick Brennand to approve the minutes from August 04, 2011. Motion was seconded by Mary Krueger and carried unanimously.

• **WINNEBAGO COUNTY LAND RECORDS PROGRAM UPDATE**

- Kathy Lennon asked Jerry Bougie to address item 3 on the agenda.
- Jerry Bougie gave a short history and background of the Land Records Council. He also gave a summary and explanation of the 2011 County Retained Fee/Grant Report sent to State of Wisconsin Department of Administration in accordance with s. 59.72(2)(b) WIS STATS.
- Jerry Bougie also gave a short summary of the 2012 revenues, expenditures and activities.
  - Kathy Lennon stated that access to property records is critical for economic recovery.

- Jim Smith asked about maintenance efforts for survey records. Jerry Bougie stated that the department recognizes the value and significance of these documents and plans to initiate a scanning project in 2013. Julie Pagel also mentioned that they have a scanner that could help with this initiative.
- **REVIEW & POSSIBLE COMMITTEE ACTION ON PROPOSED 2013 BUDGET**
  - Kathy Lennon introduced the proposed 2013 budget and asked Jerry Bougie to give the details.
  - Jerry Bougie reviewed the proposed 2013 budget.
    - Discussion followed whether an updated *County Road Map* should be published and printed.
      - Liz Nichols and Mary Krueger said they are very useful and would like to see a published and printed update.
    - Patrick Brennand asked what mobile applications were planned to be implemented for the tablets.
      - Dean Kaderabek stated zoning and erosion control inspections are intended to be completed upon the devices and streamline the current workflow.
    - Jerry Bougie and Julie Pagel stated a modest revenue increase was projected for 2013 based on current document trends.
      - Kathy Lennon asked can we still take action despite not having actual revenues. Jerry Bougie responded, yes.
      - Patrick Brennand asked if the objective was to have the Land Records Council make a motion to forward the proposed budget to Planning and Zoning Committee? Jerry Bougie responded, yes.
  - Kathy Lennon asked for questions. Upon hearing none, requested the Council make a motion to move the proposed 2013 land records budget to the Planning and Zoning Committee.

- Mary Krueger made a motion to move the proposed 2013 land records budget to the Planning and Zoning Committee. Motion was seconded by Linda Kollmann and carried unanimously.

- **REPORTS**

- Julie Pagel gave a summary of projects and programs for the Register of Deeds.
  - State audit returned \$70,000 to Winnebago County.
  - Continue to collect redaction fee thru December, 2014.
  - Documents index up to 1987.
  - Volume and pages scanned; however, not indexed to 1935.
- Liz Nichols gave a summary for the County Property Lister.
  - Property Listing has begun migration and implementation of a new Land Records System (LRS) to replace the AS400.
  - Expense for the new system was limited by doing some migration tasks in-house and pursuing other items within the contract.
- Mary Krueger gave a summary of projects and programs for the Treasurer.
  - She has also begun implementation of modules within the LRS suite.
  - The new system also includes a website portal for on-line payment and document history.
  - Tax collection went smooth and outstandings were down \$1.6 million.
  - Jerry Bougie asked whether tax data in other counties were searchable by name and Mary responded it varies across the state.

- **ADJOURNMENT**

- Patrick Brennand made a motion to adjourn the meeting at 2:30 p.m.. Motion was seconded by Mary Krueger and carried unanimously.

Respectfully submitted,

Dean R. Kaderabek  
Recording Secretary