

Winnebago County
Land Records Council Minutes

Wednesday, July 21, 2021, 2:00 PM
County Administration Building 112
Otter Ave, Oshkosh, WI

PRESENT: LIO/County Planning & Zoning Director-Jerry Bougie, Emergency Management Director-Eric Rasmussen (Secretary), County Treasurer-Mary Krueger, County Property Lister-Liz Nichols, Realtor-Paul Schmidt, County Register of Deeds-Natalie Strohmeier (Chairperson), County Board Supervisor-Robert Keller (Vice-Chairperson), Public Member-Michael Zuege (ECWRPC).

EXCUSED: Surveyor-Jim Smith

OTHERS PRESENT: Adam
Dorn

The meeting was called to order by Mary Krueger at 2:01 PM.

1) INTRODUCTIONS

- a) Each member of the Council introduced themselves as well as the others present.

2) ELECTION OF OFFICERS: CHAIRPERSON, VICE-CHAIRPERSON, SECRETARY

- a) Mary Krueger called for Chairperson nominations.

- i) Robert Keller nominated Natalie Strohmeier.

- (1) Motion was made by Robert Keller and seconded by Mary Krueger to close the nominations and cast ballots for Natalie Strohmeier as Chairperson.

- (2) Motion carried unanimously.

- b) Natalie Strohmeier called for Vice-Chairperson nominations.

- i) Jerry Bougie nominated Robert Keller.

- (1) Motion was made by Jerry Bougie and seconded by Mary Krueger to close the nominations and cast ballots for Robert Keller as Vice-Chairperson.

- (2) Motion carried unanimously.

- c) Natalie Strohmeier called for Secretary nominations.

- i) Mary Krueger nominated Eric Rasmussen.

(1) Motion was made by Mary Krueger and seconded by Jerry Bougie to close the nominations and cast ballots for Eric Rasmussen as Secretary.

(2) Motion carried unanimously.

3) **APPROVAL OF MINUTES FROM JULY 22, 2020 MEETING**

a) Motion was made by Jerry Bougie and seconded by Robert Keller to approve the minutes of the July 22, 2020 meeting.

b) Motion carried unanimously.

4) **REPORTS FROM:**

a) **County Land Information Office**

1) Past Year

2020 Orthopho – Show in historic parcel viewer

Processed, distributed internal departments, website, municipalities, and the public

Created update building footprints for unincorporated areas

ATV/UTV Map with the Sheriff's/Highway Department – Show Online

Supported the Supervised Release Committee

Supported the Health Department with COVID Dashboard and data analysis

Highway Departments sign database conversion and GIS app creation

Coordinated Server Life Cycle Maintenance with IS Staff

Story Map and related article – Show Online

Annual submission of the parcel data to the state

Maintenance of Government Corners

Revenue from the ROD is slightly ahead of last year (Jerry)

2) Currently Working On

Working on Increasing Access to Plats of Survey in coordination with IS

NG911 Data Cleanup

Supporting 911 Center Software Upgrade

Redistricting with Modified Timeline

Land Records Modernization Plan Update

b) **Register of Deeds**

- Our office has been busy basically since April 2019.
- 2020 to 2021 was 17% in documents.

- We were rotating in-office/work-from home staffing to allow for normal public access to office during COVID.
- We had three upgrades to our computer software systems with AVID and Laredo.
 - i. Implemented Laredo Connect Service, which allows Laredo (remote access to county land records) subscribers to access/manage account information via web in real time.
- Anchor- Completed 100% mapping of lot and block parameters for Subdivisions/Condo Plats & CSM within Anchor software.
- Employees have been working hard on documents that have a red icon which means something is incorrect (does not meet perimeter's setting). Need to go back and relook at each document to determine if paper is incorrect or just need to correct document in AVID.
- Crowd force document project: Employees have also been working hard verifying these documents. Back to October 1983.
- PINtegrity: Adam has been a big help with getting the information needed to get the go ahead with the project from Fidlar.
- Last week we got the go ahead and we need to have the PINtegrity form approved and signed.
- Will be a lot of work cleaning up the spreadsheets per other counties that have started this. (Additional options for cleaning up the spreadsheets once available to us.
 - i. 17 ½ cents per parcel for Condor to Clean-up (waiting for spreadsheets).
 - ii. 2 cents per document for Historic, no cost going forward.
 - iii. Was looking at going back to when Liz changed to updated Parcel format. NOW looking at just going forward to get started. Then revisit the historic documents.
- Continuing to rescan subdivision plats for enhanced image quality/detail.

c) Treasurer

- During 2020 credit/debit/eCheck payments totaled \$1,766,965. This was up from \$966,000 in 2019. I am sure Covid played a role in this increase.
- Sales History was added to Ascent web. This was paid for with funds from the Land Records Council in 2020.
- June 17th we mailed out postponed reminder notices to owners in the 18 municipalities we collect for. This would be for the second installment that is due on July 31.

d) Property Lister

- Performed multiple new procedures for tax bill computation and applied entirely new on-line tax process which included accessing all tax reports and exports through Ascent Web applications versus utilizing previous LRS (Land Records) desktop, which was required for 20 20 -20 21 tax bills, after minimal notification and direction by software vendor.
- Alerted software vendor, as a reminder, to incorporate new programming for state-mandated change of the calculation of FMV (Fair Market Value)

on 2020- 2021 tax bills which had previously been waived for one year on the 2019-2020 tax bills by State DOR (Department of Revenue).

- Notified software vendor of State DOR (Department of Revenue) email which stated DOR plan to remove the "State Taxes" field from property tax bills and related forms starting with the 2021 tax year (absent any law change).
- Discovered problems and offered insight into solutions regarding software vendor programming to Ascent Web applications which affected LRS (Land Records) desktop operating system, regarding the exclusion of important Sanitary District categories.
- Discovered issues and notified software vendor staff concerning vendor's relocation of Ascent Web on-line Reporting options, which impacted security access of Municipal users regarding additional entry options.
- Collaborated with Information Systems and Transcendent Technologies software vendor staff for solutions to error messages resulting after upgrade in February 2021.
- Coordinated with Information Systems for solutions to error messages resulting from Database Server upgrade of July 1, 2021.

e) Other reports

- Emergency Management – Returning to normal EM work from full-time COVID Support. Just hired an EM Specialist and back to full staff.
- East Central Wisconsin Regional Planning Commission
 - County Bike/Pedestrian Plan
 - Appleton/ Oshkosh Congestion Management Plan / Traffic Plan

5) COUNCIL DISCUSSION AND ACTION ON PROPOSED 2022 LAND RECORDS MODERNIZATION BUDGET

- Land Records proposes a 2022 Budget with Total expenses of \$277, 868
- The reserve fund will increase by the end of 2021 to approximately \$390,000
- Staff is recommending using some reserves for the 2022 Budget
- They will be using MSB instead of Point and Pay
- The major changes are in professional services, they are looking at using a optimizing service as well as improving LiDar Quality or an alternative project

a) Motion was made by Paul Schmid and seconded by Mary Krueger to approve the budget as proposed.

b) Motion carried unanimously.

6) ADJOURN

a) Motion was made by Mary Krueger and seconded by Jerry Bougie to adjourn the meeting

b) Motion carried unanimously and the meeting was adjourned at 3:50pm.

Respectfully Submitted,
Eric Rasmussen
Recording Secretary