

Winnebago County Land Records Council Minutes

Tuesday, October 1, 2024, 10:00 AM
Room 119, David Albrecht
Administration Building
112 Otter Ave, Oshkosh, WI

Members Present: LIO/County Planning & Zoning Director-Jerry Bougie, Emergency Management Director-Eric Rasmussen (Secretary), County Property Lister-Liz Nichols, County Register of Deeds-Natalie Strohmeyer (Chairperson), Public Member-Michael Zuege (ECWRPC), Daryl Lehman (Martenson & Eisele).

Others Present: Steve Kaiser (County GIS), Julie Rosenau (County Planning), Adam Dorn (County GIS – attending virtually) and Diane Culver (County GIS – attending virtually)

A. Call to Order

The meeting was called to order by Natalie Strohmeyer at 10:00 AM.

B. Introductions

Those present and attending virtually introduced themselves.

C. Approval of minutes from October 3, 2023 meeting:

Motion to approve minutes as written was offered by Jerry Bougie, second by Eric Rasmussen. All vote in favor; motion carried 6-0.

D. Business Items

1. Election of Officers

Motion by Jerry Bougie to nominate Eric Rasmussen as Chairperson.
Seconded by Natalie Strohmeyer. Motion carried 6-0.

Motion by Jerry Bougie to nominate Liz Nichols as Vice Chairperson.
Seconded by Eric Rasmussen. Motion carried 6-0.

Motion by Natalie Strohmeyer to nominate Jerry Bougie as secretary.
Seconded by Liz Nichols. Motion carried 6-0.

2. Council Review and Discussion on Winnebago County Land Information Program updates; proposed 2025 Budget. Council action to recommend proposed 2025 Land Records Modernization Budget to the County for its consideration.

The following reports were provided:

Natalie Strohmeyer – Register of Deeds:

- Pintegrity project is complete – working on parcel management with clean-up and adding new parcels.

- Recordings are up slightly from last year at this time (approx. 1300 documents) – for the period Jan. 1 – Sept. 30.
- Reported that she is retiring at the end of her term on January 3, 2025.

Liz Nichols – Property Lister:

- For 2024-Four (4) municipalities planned re-evaluations: Town of Algoma, Town of Oshkosh, Town of Poygan and Town of Vinland. Of these four (4) municipalities, two (2) have not yet had their Board of Reviews: Town of Algoma & Town of Oshkosh, which both are scheduled for October 2024. Town of Poygan's Board of Review was held in September 2024 and we are awaiting Board of Review edit information from the municipal assessor. Town of Wolf River, which did not have a re-evaluation this year, is also still pending due to an assessor software issue. In summary, of the eighteen (18) municipalities that we serve, currently fourteen (14) are completed, where we have submitted the Statement of Assessments to the Department of Revenue.
- Beginning in 2024, my office electronically submits a report to the Register of Deeds (email address: RODPM) for the ROD PINtegrity program. This report includes the parcel splits' information and newly created parcel numbers for 2025 and is currently submitted to the Register of Deeds office as they occur.

Mike Zuege – East Central RPC:

- Reported that they are contracting with Town of Black Wolf to finish their Comprehensive Plan.

Adam Dorn – County GIS Administrator:

- NG911 Work
 - In 2024 most data cleanup work is complete
 - Remaining 2025 work includes bringing consultant data back into our system, updating tools, workflows and resolving issues that are identified.
- Reestablishing PLSS Monuments – planned for 2025.
- LIDAR Elevation Data – just received the 2022 elevation data and will be processing it for staff and the public to use.
- Survey document cleanup and access – a recent hardware upgrade has made the documents easier to access. Documents have been cleaned up for Appleton, Menasha, Neenah, Omro, and Winneconne.
- Neenah-Menasha Parcel data Transfer – in 2024 and 2025 we are working with TTech to streamline the parcel data transfer from Neenah and Menasha to allow current parcel information to be displayed to the public and submitted to the State of Wisconsin.
- Aerial Photos (Orthophotography)
 - Will be flying our regular orthophotography in Spring 2025.
 - NG911 grant will enhance the quality of the photo from a 6 inch pixel to a 3 inch pixel. If we don't receive the grant, a 6 inch photo flight will be done as in the past.
- Challenges moving ahead include:
 - Revenue not keeping up with fixed expenses – some solutions could include the state increasing recording fees, increasing the number of

recordings, decrease in service, and/or distribute more costs outside of the land records budget.

- Wisconsin 2023 Act 235 – Judicial Privacy Law – in April 2025 all communities in the state must meet requirements to redact or shield judicial officers' confidential information in accordance with the Act. Working with state organizations to understand the law and seeking amendments to minimize the impact on land records workflows.

Jerry Bougie, Land Information Officer, and Adam Dorn:

- Reported on the proposed 2025 Land Records Modernization Budget as follows:
 - Budgeting Revenues totaling \$262,258 which includes:
 - Land Records State Grants \$21,000
 - NG911 Grants \$64,258
 - Recording Fees: \$155,000
 - Interest on account \$22,000
 - Budgeting expenses totaling \$375,384 which includes:
 - Staff Development and Training \$8000
 - Copying/printing \$300
 - Workplace software \$7000
 - Small Equipment Technology \$3000
 - Maintain Government Section Corners \$2000
 - Data Processing \$160,661 (Includes: GIS software maintenance \$44,000; ROD Avid Lifecycle maintenance \$74,998; Ttech LRS maintenance \$37,863; Ttech LRS Neenah/Menasha State Parcel Data \$3,800)
 - Professional Services \$173,800 (Includes: Orthophoto 3" \$118,800; Re-establish PLSS monuments \$55,000)
 - GIS disbursement offset \$20,000.
 - Property & Liability Insurance \$623
 - Budgeting \$113,126 from Reserves.

Some discussion pursued. Motion by Natalie Strohmeyer to approve and recommend to the County the proposed 2025 Land Records Modernization Budget as presented. Motion seconded by Liz Nichols. Motion passed 6-0.

E. Next meeting and Adjournment

The next meeting will be scheduled upon notification. Motion by Jerry Bougie to adjourn the meeting. Motion seconded by Liz Nichols. Motion passed 6-0. Meeting adjourned at 10:51 am.

Submitted by,
Jerry Bougie, Council Secretary