



**MANITOWOC COUNTY  
LAND INFORMATION COUNCIL  
MEETING NOTICE**

**DATE:** June 16, 2015

**TIME:** 9:00 a.m.

**PLACE:** Manitowoc County Communications and Technology Building  
Conference Room 111/112  
1024 South 9<sup>th</sup> Street, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the council may convene in closed session. The following matters may be considered and acted upon at the meeting:

1. Regular business (call to order, roll call, approve agenda and minutes, correspondence)
2. Public comment
3. County Retained Fee/Grant Report
4. Register of Deeds report
5. GIS Office report
6. Adjournment

Preston Jones  
Register of Deeds and Land Information Officer

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

Persons who are members of another governmental body, but who are not members of this commission, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.



**MANITOWOC COUNTY**  
**LAND INFORMATION COUNCIL**  
**MEETING MINUTES OF JUNE 16, 2015**

The meeting was called to order by Chair Preston Jones at 9:02 a.m. in the Manitowoc County Communication and Technology Building, 1024 South 9<sup>th</sup> Street, Manitowoc.

Members present: Preston Jones, Cathy DeLain, Michelle Yanda, Cheryl Duchow, and Paul Steinbrecher. Dean Dvorak and Sue Krcma were excused. Supervisor Catherine Wagner and Nancy Crowley were absent.

No members of the public wished to speak.

Cathy DeLain presented the "County Retained Fee/Grant Report" covering funds collected and spent under Wisconsin State Statute 16.967(7) and 59.72(5) from January 1, 2014 through December 31, 2014. Questions were answered. A motion to approve the report was made by Paul Steinbrecher and seconded by Michelle Yanda. The motion carried. Mr. Jones will send the report to the Department of Administration by June 30, 2015.

Preston Jones gave a financial report on the Land Records Modernization Fund. \$181,221.51 was carried over into 2015. \$100,835 of that is committed to a LiDAR flight planned for this fall. Another \$105,197.48 of SSN Redaction Funds was carried over into 2015. This money is earmarked to put tract index records on the Internet.

Projects in the Register of Deeds office:

1. Tract Index books were optically scanned and a contract signed to put the images on the ROD Land Records website. Users can now search back to July, 1987.
2. Subscription users pay \$310/month to have full access to ROD records on the Internet. We collected \$57,100 in 2014 and that number should increase in 2015. A fee increase is being considered to keep pace with other counties.
3. A Guest Search option was added in mid-April and the service is growing in popularity. The ROD Office is already seeing a decrease in staff time on telephone inquiries and sending documents to customers.

A report on activities in the GIS Office was postponed to the Land Records Working Group meeting to follow immediately after the Land Information Council meeting as all Council members were staying.

The next LIC meeting will be scheduled when needed.

A motion to adjourn was made by Michelle Yanda and seconded by Paul Steinbrecher at 9:21 a.m. The motion passed.

Respectfully submitted,  
Cathy DeLain  
Manitowoc County GIS Coordinator



**MANITOWOC COUNTY  
LAND INFORMATION COUNCIL  
MEETING NOTICE**

**DATE:** December 22, 2015

**TIME:** 3:30 p.m.

**PLACE:** Manitowoc County Information and Technology Building  
Conference Room 111/112  
1024 South 9<sup>th</sup> Street, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the council may convene in closed session. The following matters may be considered and acted upon at the meeting:

1. Regular business (call to order, roll call, approve agenda and minutes, correspondence)
2. Public comment
3. Approve the Manitowoc County Land Information Plan, 2016 - 2018
4. Approve Manitowoc County's 2016 Wisconsin Land Information Program Strategic Initiative grant application
5. Adjournment

Date: December 15, 2015

Preston Jones  
Register of Deeds and Land Information Officer

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

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**MANITOWOC COUNTY**  
**LAND INFORMATION COUNCIL**  
**MEETING MINUTES OF DECEMBER 22, 2015**

The meeting was called to order by Chair Preston Jones at 3:30 p.m. in the Manitowoc County Communication and Technology Building, 1024 South 9<sup>th</sup> Street, Manitowoc.

Members present: Preston Jones, Cathy DeLain, Michelle Yanda, Dean Dvorak, and Paul Steinbrecher. Cheryl Duchow was excused. Supervisor Catherine Wagner, Sue Krcma, and Nancy Crowley were absent.

No members of the public wished to speak.

Dean Dvorak made a motion to approve the agenda; seconded by Michelle Yanda. The motion passed.

Michelle Yanda made a motion to approve the minutes from the June 16, 2015 meeting; seconded by Paul Steinbrecher. The motion passed.

The Manitowoc County Land Information Plan: 2016-2018 was discussed. Questions were answered about new state mandates. Dean Dvorak made a motion to approve the Plan; seconded by Paul Steinbrecher. The motion passed.

The Wisconsin Land Information Program 2016 Training and Education, Strategic Initiative, and Base Budget grant applications were discussed. Cathy DeLain made a motion to approve the grant applications; seconded by Michelle Yanda. The motion passed.

The next Land Information Council meeting will be scheduled when needed.

A motion to adjourn was made by Dean Dvorak and seconded by Paul Steinbrecher at 3:46 p.m. The motion passed.

Respectfully submitted,  
Cathy DeLain  
Manitowoc County GIS Coordinator