



**MANITOWOC COUNTY
LAND INFORMATION COUNCIL
MEETING NOTICE**

DATE: June 19, 2017

TIME: 3:30 p.m.

PLACE: Manitowoc County Communications and Technology Building
Conference Room 305
1024 South 9th 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 – Kristi Tuesburg
5. GIS Office report – Cathy DeLain
6. Adjournment

Date: June 12, 2017

Kristi Tuesburg
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 19, 2017

The meeting was called to order by Chair Kristi Tuesburg at 3:30 p.m. in the Manitowoc County Communication and Technology Building, 1024 South 9th Street, Manitowoc.

Members present: Kristi Tuesburg, Cathy DeLain, Jeff DeZeeuw, Jamie Aulik and Matt Randerson. Michelle Yanda appeared by telephone. Dean Dvorak and Nancy Saueressig were excused. Supervisor Catherine Wagner was absent.

No members of the public wished to speak.

Jeff DeZeeuw made a motion to approve the agenda; seconded by Jamie Aulik. The motion passed.

Jeff DeZeeuw made a motion to approve the minutes from the December 2016 meeting; seconded by Jamie Aulik. The motion passed.

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, 2016 through December 31, 2016. A motion to approve the report was made by Jamie Aulik and seconded by Jeff DeZeeuw. The motion carried.

Kristi Tuesburg gave a report on the recent activities in the Register of Deeds Office:

- Kayla Sheahan was appointed Deputy, Register of Deeds in January 2017.
- Cassandra Smith has been hired as a part-time employee, working afternoons.
- Cassandra will be working full-time in the summer.
- Real Estate recordings are up in 2017 by 221 documents in the first six months.
- Internet sales are up in 2017 by \$348 in the first six months.
- RPL has been given access to the Register of Deeds Deketo system.
- RPL also receives the E-Return receipts via email daily.

Cathy DeLain reported on activities in the GIS Office:

- The county flew new air photos on April 22-23 with a new vendor, Pictometry. They specialize in taking oblique imagery in addition to the traditional orthogonal (straight down) view. We have multiple methods for viewing the oblique images:
 - 1) CONNECTExplorer – a cloud based application hosted by Pictometry.
 - 2) Pictometry Viewer – a light Flex application on our GIS websites.
 - 3) Pictometry for ArcGIS Server – a more robust Flex application on our Advanced Access GIS website.
 - 4) Tyler Technologies Pictometry module – part of the software upgrade happening in the Joint Dispatch Center later in 2017.
- Seventy local users attended training on CONNECTExplorer on May 10-11. In the last 30 days we had 178 logins, 1712 image views, and 198 searches. We are unable to track usage from the GIS websites.
- Our \$50,000 WLIP Strategic Initiative Grant application for 2017 was due in December, 2016. We are using it to improve data and publication methods based on last year's mandated parcels and zoning data submission submission (\$5000) and to pay for the Pictometry flight (\$45,000). Our \$2936 Base Budget Grant will go towards the Treasurer's Tax Bill Web Integration project. The \$1000 Training and Education Grant will be used to send county employees to land records related conferences.

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

A motion to adjourn was made by Cathy DeLain and seconded by Jeff DeZeeuw at 3:45 p.m. The motion passed.

Respectfully submitted,

Kristi Tuesburg
Register of Deeds and Land Information Officer