

**ROCK COUNTY  
LAND INFORMATION COUNCIL  
MONDAY MAY 4, 2015 - 9:00 A.M.  
CONFERENCE ROOM – N2  
ROCK COUNTY COURTHOUSE – 5TH FLOOR**

Minutes

1) Call to order.

The meeting was called to order at 9:03 am on Monday, May 4, 2015. Chair Borlick presided. In attendance were: Michelle Schultz, Vicki Brown, Jason Houle, Sandra Kraft, Sandy Disrud, Deputy Register of Deeds and Kris Pehl. Mickey Crittendon & Debra DeWitt were absent.

2) Approval of Agenda.

Ms. Brown moved to adopt the agenda. Mr. Houle seconded. ADOPTED as presented.

3) Approval of Minutes of October 27, 2014

Ms. Kraft moved to adopt the minutes. Ms. Brown seconded. ADOPTED as presented.

Communications and Announcements

Chair Borlick stated an Intern will be starting for the summer in Planning. Mr. Houle added that he has been elected to the WLIA Board for a two year term.

4) **Action Item:** 2015 Uniform Instructions for Land Information Plans

i) Proposed 2016 Strategic Initiative Grant

Ms. Schultz stated that in 2016 all Counties will be eligible to receive a \$50,000 Strategic Initiative Grant. And when we are updating our Land Information Plan for 2016 we are to draft the plan as if we have received those monies. Mr. Houle stated that the application is intended to be released on June 30, 2015. The Land Records Committee will brainstorm ways to use the funding at its next meeting. In the past it had been discussed to use the monies to assist the County Surveyors Office with remonumentation efforts. Ms. Schultz intends to bring the grant application back to the Land Information Council for final review and approval at the fall meeting prior to submission in December of 2015. Motion by Ms. Schultz, seconded by Ms. Brown to pursue the Strategic Initiative Grant and present the application to the LIC at the fall 2015 meeting for approval.

All in favor - Approved by acclamation

ii) Comments on Instructions

The Rock County Land Information Council would like to propose that "Mapping Grade" and "Unknown Grade" definitions be added in addition to the "Survey Grade" standard.

Mapping Grade:

*Coordinates in a system recognized by commonly used GIS software, (1) obtained by a Global Navigation Satellite System, (GNSS), or Global Positioning System, (GPS), device capable of repeatable sub-meter precisions, (manufacturers specifications), or (2) derived from Public Land Survey System, (PLSS), monument records or Surveys filed per WI. Statutes used as control to graphically depict other similarly filed or recorded Surveys, Deeds, Certified Survey Maps, Subdivision Plats, Right-of-Way Plats, Transportation Project Plats, or other public records, for use in a Geographic Information System, (GIS).*

Unknown Grade:

*Coordinates in a system recognized by commonly used GIS software, (1) obtained by a Global Navigation Satellite System, (GNSS), or Global Positioning System, (GPS), device capable of repeatable 1-5 meter precisions, (manufacturers specifications), or (2) use information including, but not limited to, public records, traveled way locations, fence locations, occupation limits or aerial photography as control to graphically depict Surveys, Deeds, Certified Survey Maps, Subdivision Plats, Right-of-Way Plats, Transportation Project Plats or other public records, for use in a Geographic Information System, (GIS).*

5) **Information Item:** Update on Wisconsin Land Information Program

i) Statewide Parcel Map Update

Ms. Schultz gave the following update. Rock County submitted data in December 2014 after the tax roll was completed. Questions we asked for clarification on were answered as follows:

Total Assessed Value - Programmer was able to create this field

Estimated Fair Market Value - Programmer was able to create this field

Total Property Tax - Programmer was able to create this field

Zoning could be sent separately from the parcel data.

Municipality for street address could be mailing or the City/Town/Village where the property is located.

Due date revised from 12/1/14 to 12/15/14 to accommodate the 2014 tax roll request.

Ms. Schultz also gave an update on the status of submission of the XML file to the DOR and that DOA and DOR are going to be working together and perhaps merging the required fields so that Counties would only have to submit the data once to the State. Rock County is fortunate to have an in-house programming staff to assist with this process.

ii) Mapping Coordinates

Mr. Houle discussed the differences between a "survey grade" coordinate standard and explained his proposed definition of a "mapping grade" or "unknown grade" coordinate standard. "Survey Grade" coordinates are derived

from the process of remonumenting a section corner which is governed by Federal/State guidelines and rules. The "Survey Grade" standard will be used by the Department of Administration, (DOA), when administering the Wisconsin Land Information Program, (WLIP). The definition has no statutory impact and is not related to any Federal, State or Local instruction, rules or ordinances. The SG standard was defined by a workgroup, (Mr. Houle was part of the group), formed by the Wisconsin County Land Surveyors Association, (WCSA).

Remonumentation of a section corner is a labor intensive process vs. acquiring "Mapping Grade" coordinates. Mr. Houle feels that given the time constraints to complete the Statewide Parcel Map (which is not a survey grade map) by 2017, "Mapping Grade" Coordinates for use in a GIS (which bears a disclaimer) are sufficient to ensure Rock County is compliant with the Statewide Parcel Map efforts. Mr. Houle believes that all entities eligible for future strategic initiative grants should promote progressive PLSS remonumentation programs. The PLSS is the framework for the statewide parcel map and over time, it will become more spatially accurate as "Survey Grade" coordinates are added.

**6) Information Item: Web Map Demo**

- i) Chair Borlick gave an update on the future of the County interactive map application including the fact that the programming language it is written in will no longer be supported by our software vendor after next year. The Land Information Office will be working with IT to recreate the web pages in the new programming language next year. Chair Borlick gave a demo on two focused web maps currently in development. The first one is a Building Site Permit web application, to assist the public in providing building site plan information to the County at the time of their application. The second web map is an interactive Zoning Map. Rock County does not have County zoning, the zoning authority lies with the Townships. 16 of the 20 Townships have approved their digital zoning map. When the zoning web application is launched, it will only contain data for the Townships that have approved their digital zoning maps. The Planning Department will also be using this web application to provide zoning information to the public. If the zoning is not available on the website the public will be referred to the local municipality. There was also discussion as to the lack of parcel information for the City of Beloit and Janesville on the County's interactive map.

**7) Information Item: 2015 Budget Updates**

- i) 2015 Orthoimagery Flight

Ms. Schultz stated that the Vendor has finished the acquisition for our project and we are waiting for an opportunity to review the imagery prior to processing to determine if it is sufficient. All of the partners will have to opportunity to review the imagery. Mr. Houle gave an update on the control used by the vendor and gave an overview of his intended QA/QC process.

ii) Historical Scanning - Planning

Chair Borlick stated that the Intern starting at the end of May will begin a project of scanning the hard copy imagery and scanning historical hard copy maps using the Large Format Scanner in the Surveyors Office. The UW – Madison Map Library has provided some ideas on how to scan the more fragile maps in house. The intent is that the Intern will geographically reference/rubbersheet the historical imagery. Chair Borlick brought up the new Personal Policy which says seasonal workers are limited to 25 hours a week. Chair Borlick was concerned that finding someone to only work 25 hours would be difficult. Supervisor Kraft asked to have something written up explaining the difficulties and she would bring it to County Board Staff Committee.

8) Future Agenda Items.

- Wisconsin Land Information Program Update.
- Three Year Mission Statement
- Draft Land Information Plan
- Web Application Update
- 2016 Budget

9) Next Meeting Date.

Next Meeting Date will be Monday, October 26, 2015 at 9:00 am

10) Adjournment

The meeting was adjourned at 10:56 am. Ms. Pehl moved to adjourn. Mr. Houle seconded.

Minutes by Michelle Schultz

Minutes are not official until approved by the Land Information Council