

MINUTES
Waupaca County Land Information Council
Friday, January 30th, 2015

Location: Courthouse, Room 43 (Lower Level)

Members present: Joe Glodowski, Clyde Tellock, Ian Grasshoff, Mike Mazemke, Terry Murphy, Faye Wilson, Jack Spierings, Robert Ellis, Eric Halverson and Donna Andraschko.

Members absent: None

Others present: Jason McKeefry, and Mike Zuege

Terry Murphy called the meeting to order at 11:02 AM and read the open meetings statement.

Review and Accept Agenda

A motion was made by Robert Ellis and seconded by Joe Glodowski to approve the agenda. Motion carried without a negative vote.

Approve Minutes

A motion was made by Jack Spierings and seconded by Robert Ellis to approve the previous minutes. Motion carried without a negative vote.

Public Comment

Ian Grasshoff introduced Donna Andraschko to the group. Ian explained that Donna has worked for Waupaca County for 25 years in total. For the last 17 years she has worked in the Property Listing Office. The County Board recently appointed Donna as the Real Property Lister. Ian explained that based on State Statue, Donna was now a member of the Land Information Council.

Bid Opening – 2015 GPS Control RFP

Joe Glodowski, with the assistance of Mike Mazemke, began opening the sealed bids for the 2015 GPS control RFP that was due on January 29th, 2015. After each bid was opened, the lump sum amount from each participate was read aloud. Below is the order and amount of the lump sum amount for each bid that was read aloud.

Firm	Primary Office Location	Cost
Hebert and Associates	Appleton	\$92,320.00
Omni Associates, Inc	Appleton	\$175,000.00
Lampert-Lee & Associates	Wisconsin Rapids	\$57,825.00
Quest Civil Engineers, LLC	Wisconsin Rapids	\$48,500.00
Bloom Companies, LLC	Milwaukee	\$82,622.00
Becker and Hoppe	Wausau	\$99,385.00
Martenson & Eisele, Inc	Omro	\$107,000.00
Ayres and Associates	Madison	\$0
JSD Professional Services, Inc	Appleton	\$71,630.00
Central Wisconsin Engineering	Wausau	\$64,220.00
R.W Nordin & Associates	Shawano	\$61,503.00
Azmark Land Surveying	Sauk City	\$61,256.00
Central Staking, Inc	Plover	\$43,225.00
Riverside Land Surveying	Weston/Big Falls	\$65,000.00

* Bid was not sealed, disqualified (emailed in)

* Not bidding this time, would like to be included in future projects

After all bids were opened a discussion ensued regarding the various range of bid amounts. One bid was disqualified because it was not sealed (submitted via email). Terry Murphy asked the question as to why there is such a large range of amounts for the same project. Joe Glodowski explained that there are a number of factors but the main driver would be the amount of research a firm does when putting together a proposal and the size of the field crew. Joe explained that the larger firms would most likely have a larger crew and their rates are based standard engineering costs. Joe also explained that many of the larger firms will include a bid just to see if they can get it without really knowing what the competition is like. The next discussion was regarding the low bidder, Central Staking for the amount of \$43,225. Joe explained that Central Staking and Riverside Land Surveying were the two firms that have completed all of our previous projects. Joe said he was very comfortable with the quality of work completed by Central Staking, Inc. Ian Grasshoff explained that there would be a one week review period and that the final vendor selection would be made on February 6th at 10:00 AM.

Update – Removal of Ordinance Chapter 15 – Land Records Access

Ian Grasshoff gave the group an update on removal of County Ordinance Chapter 15. Ian stated that overall customer feedback has been very positive. Ian stated that after the County Board voted to remove the ordinance, all online applications were updated to show land owner names within two days. Clyde Tellock explained that he placed copies of previous tax bills online for customers to be able to print for themselves.

Plat Book Information

Ian Grasshoff gave a brief overview of the UW Extension and 4-H lead effort to create new plat books. Ian explained that the sale of advertising and plat books was the primary revenue source for 4-H. Ian went on to explain that UW Extension/4-H has been researching a vendor for a 2015 Waupaca County Plat Book. During the process, Rockford Map Publishers has released a 2015 Waupaca County Plat Book in direct competition with the 4-H effort. The 4-H volunteers have decided to forge ahead and release their own plat book in hopes of maintaining their revenue stream. Ian explained that UW Extension/4-H would like to consider having the Waupaca County Land Information Office generate future plat books in hopes of saving time and money.

Planning for the Future: An Integrated Land Records Database System

Ian Grasshoff and Clyde Tellock gave a brief overview of the current Tax/Real Estate database. Ian Grasshoff passed out a document highlighting some of the potential issues with the future of the database system, as well as to start a discussion about planning for new integrated system. Ian explained that this will be about a two or three year process since that's how much time is left on the hardware lease for the current system. Ian went on to explain that he planned on forming a working group to help guide a decision.

2015 Projects Overview

Ian Grasshoff and Jason McKeefry both gave a brief overview of upcoming Land Information projects for 2015. Below is a brief summary of what was discussed.

- a. Parcel Fabric – Testing/Loading: Jason explained that he was testing the parcel fabric and how it will impact our workflow. Faye Wilson asked several questions regarding how the change would affect the information she uses online. Jason explained that it really wouldn't other than to improve the accuracy and documentation of our parcel data.
- b. Online Address Requests: Jason passed out a document highlighting a new web application that he has been building which will allow people to submit a digital request for a new fire number. Jason explained that one of the greatest benefits would be the ability to include a map directly with the request so that he would know the exact location where the number was to be assigned.
- c. Community Maps Program: Ian explained that he was in the process of submitting Waupaca County Land Information data into the Esri Community Maps Program. Ian explained that it would allow more accurate local data to be used in a World Wide basemap.
- d. Local Government Data Migration: Ian briefly explained that there were ongoing efforts to migrate GIS data into

the Esri Local Government Model. He explained that the main benefit was that once the data was migrated it would easily plug into an array of existing off the shelf web and mobile applications.

- e. ArcGIS 10.3 Upgrade: Ian explained that 2015 would be an upgrade year for all GIS software to the latest version.
- f. ArcGIS Web App. Builder: Ian explained that he was currently testing, building and migrating existing web mapping applications to the ArcGIS Web Application Builder System. Ian explained that eventually these applications would replace the existing Adobe Flex based applications. The main advantage would be the ability to use the sites on mobile devices like smart phones and tablets.
- g. Workflow Integration: Ian explained that he would be testing Workflow integration software for tracking parcel and land use decisions between Land Information and Planning and Zoning.
- h. Research/Planning for Integrated Land Records Database Systems: Ian stated that this topic was already mentioned before and would be an ongoing item.

Register of Deeds Update

Mike Mazemke gave the group an update regarding activities in the Register of Deeds Office. Mike distributed a document showing an annual summary for all the different document recordings conducted in his office. Mike said that he would have liked to have seen some higher numbers but overall it was a good year. Mike mentioned that he was surprised at the drop in the number of Certified Survey Maps being recorded. Ian Grasshoff, Donna Andraschko, and Clyde Tellock explained that Surveyors were doing more plats of survey than Certified Survey Maps. The reason for this was mainly due to regulations put into place by the Planning and Zoning Department. Landowners are choosing to have plats of survey done because they are cheaper and faster to complete. They explained that this is causing problems for the Zoning office in regards to enforcing the Counties subdivision ordinance. Faye Wilson talked about how as a Realtor, she always recommends a Certified Survey Map as a way to protect an investment. Mike Mazemke also updated the group on his pursuit to purchase a real estate tract index from a local title company. Mike said that his negotiations were going well due to the recent acquisition of said title company. The new buyers seem willing to work with Mike in exchange for the fact that they would receive a digital copy of the entire tract index.

Adjournment. A motion was made by Mike Mazemke and seconded by Faye Wilson to adjourn at 12:25 pm. Motion carried without a negative vote.

Next meeting date: Friday February 6th at 10:00 AM.