

MINUTES
Waupaca County Land Information Council
Friday, February 5th, 2016

Location: Courthouse, Room 43 (Lower Level)

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

Members absent: Mike Mazemke

Others present: Jason McKeefry and Cindy Jaeckle.

Terry Murphy called the meeting to order at 10:05 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 Faye Wilson and seconded by Clyde Tellock to approve the previous minutes. Motion carried without a negative vote.

Public Comment

Faye Wilson introduced her associate Cindy Jaeckle to the group. Faye explained that Cindy worked for Faye's company and that she invited her to attend the meeting so she could gain insight into land records activities within Waupaca County.

Bid Opening – 2016 GPS Control RFP

Joe Glodowski, with the assistance of Donna Andraschko, began opening the sealed bids for the 2016 GPS control RFP that was due on February 4th, 2016 at 4:00 PM. 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
JSD Professional Services, Inc	Appleton	\$51,900
Bloom Companies, LLC	Milwaukee	\$70,141
Omni Associates, Inc	Appleton	\$99,000
Lampert-Lee & Associates	Wisconsin Rapids	\$72,000
Mi-Tech	Fond du Lac	\$84,765
R.W Nordin & Associates	Shawano	\$121,055
Central Staking, Inc	Plover	\$56,900.00
Riverside Land Surveying	Weston/Big Falls	\$70,998.00

After all bids were opened, a discussion ensued regarding the various range of bid amounts. The next discussion was regarding the low bidder, JSD Professional Services, Inc for \$51,900. Joe explained that he had no prior experience working with JSD Professional Services, Inc. Joe said he was very comfortable with the quality of work completed by Central Staking, Inc and Riverside Land Surveying. Joe said he would review the proposals in detail and contact JSD Professional Services, Inc with additional questions. Ian Grasshoff explained that there would be a one-week review period and that the final vendor selection would be made on February 12th at 10:30 AM.

Update – Parcel Mapping Efforts in the Fabric

Jason McKeefry gave an update regarding the parcel fabric conversion project that he started in the spring of 2015. Jason gave a brief history of the parcel mapping efforts in Waupaca County. He passed around a hand-drawn parcel map from 1995 so the group could visualize the origin of parcel mapping. Jason explained that in 2000 the old hand drawn maps were converted to Esri ArcInfo Coverages. He then explained that these ArcInfo Coverages were eventually migrated into an Enterprise Esri Geodatabase. Lastly, he explained the parcel data stored within the Enterprise Geodatabase has been successfully migrated into the Esri Parcel Fabric Solution during the summer of 2015. Jason explained that many Counties in the State have utilized consulting services to aid in the migration of data into the parcel fabric. Jason explained that he decided to handle the fabric migration himself without outside help. Jason went on to explain that because he converted the data himself, he gained a thorough understanding of the parcel fabric model. Ian Grasshoff also said that parcel fabric conversion services for a county the size of Waupaca might run upwards of \$25,000. Jason McKeefry further explained that he developed a desktop GIS tool to help manage data within the parcel fabric. Jason stated that Esri was interested in acquiring the tool. Jason explained that he had been looking into the possibility for Esri to compensate Waupaca County for his programming efforts. In conclusion, Jason explained that he had recent success running a least-squares regression section adjustment within the parcel fabric; that being one of the main driving factors for converting to the fabric.

Update – Parcel Mapping Efforts in the Fabric

Ian Grasshoff informed the group that Waupaca County Land Information was awarded a 2016 Wisconsin Land Information Program (WLIP) Strategic Initiative Grant. Ian explained that the grant award is for \$50,000 and that it has to be used for Public Land Survey System (PLSS) monument maintenance. Ian explained that the funds will be utilized to pay for the 2016 GPS Control project for the Town of Royalton and Waupaca. Lastly, Ian explained that he has to submit digital parcel data to the Department of Administration (DOA) and that once they accept the data the grant dollars will be distributed.

Department of Revenue (DOR) XML Conversion Tool

Ian Grasshoff explained that he developed a web application to convert Waupaca County Real Estate data into the Department of Revenue's XML data standard. Ian explained that he did this knowing that the DOR XML format will also satisfy the Department of Administration's parcel data requests. Ian further explained that in-order to utilize the WLIP strategic initiative grants, DOA parcel data benchmarks must first be reached. Ian explained that the XML data generated by his web application has passed the DOR and DOA data validation process. Ian also explained that a software vendor offering similar data conversion services recently contacted him. Ian stated that he was looking into the potential sale of his application to the software vendor that contacted him.

Update – Tax System Modernization Research

Clyde Tellock gave a brief overview of the current Tax/Real Estate database. Clyde explained that he had been researching options for commercial off-the-shelf software packages to replace the county's current AS400 tax system. Clyde stated that he was attempting to find a package that would accommodate the needs of the County Treasurer, Real Property Lister, Register of Deeds and Planning and Zoning. Clyde said that through his research he had found that there were not any Wisconsin software vendors capable of providing a complete package. Ian Grasshoff and Clyde Tellock both explained that the current tax system was functioning and that unless something were to be forced, it might be best to continue using what we currently have. Ian and Clyde also explained that the county was not paying any software maintenance costs, just an annual cost to lease server hardware. This would change if we went with a commercial package.

Review 2016-2018 Land Records Plan

Ian Grasshoff projected an on-screen copy of the Waupaca County 2016-2018 Land Records Modernization Plan. Ian briefly went through each section of the plan, taking note to focus on the purpose of the plan and the history of the program. Ian then went through the foundational elements section. Ian explained that he included graphics representing each foundational element.

He explained that the graphics are a great way to visualize the data that is stored and maintained within the Waupaca County Land Records System (LRSYS). Lastly, Ian covered the list of potential projects and distributed the feedback he received from the two counties that reviewed the plan. Faye Wilson commented that the plan is written well and that it looked great. A motion was made by Faye Wilson and seconded by Jack Spierings to adopt the draft 2016-2018 Waupaca County Land Records Modernization plan as presented. Motion carried without a negative vote.

Adjournment. A motion was made by Joe Glodowski and seconded by Ian Grasshoff to adjourn at 11:05 AM. Motion carried without a negative vote.

Next meeting date: Friday February 12th at 10:30 AM.