



PORTAGE COUNTY

MEETING MINUTES

LAND RECORDS MODERNIZATION COMMITTEE

PORTAGE COUNTY ANNEX
CONFERENCE ROOM 5
1462 STRONGS AVENUE
STEVENS POINT, WI 54481

Monday, November 18, 2024

9:00 AM

REMOTE ATTENDANCE & COMMENT

To attend this meeting by telephone : dial 1-872-242-7813, after dialing the number you will then be asked to enter in a meeting number. Use the following meeting number: 309 143 277, then press #

To attend this meeting by video: [Join the meeting now](#)

CALL TO ORDER

Members Present In-Person

Jeff Hartman, Steve Cieslewicz, Tom Trzinski, Cindy Wisinski, Sandy Kratzke, Josh Ostrowski

Members Present Via Video

Steve Lane and Pam Przybelski

Staff Present

Rod Sutter and Gayle Stewart, Portage County Planning and Zoning Department

The Land Records Modernization Committee meeting was called to order at 9:00 am.

PUBLIC NOTICE

Members of the public who wish to address the Committee on specific agenda items must register their request at this time, with such comments subject to the public comment ordinance and the reasonable control of the Committee Chair as set forth in Robert's Rules of Order.

ELECTION OF CHAIR AND VICE CHAIR

Hartman called for nominations for Chair. Wisinski nominated Cieslewicz, seconded by Hartman. Hartman called two additional times for nominations. There being no additional nominations, motion to approve Cieslewicz as Chair passed unanimously by voice vote.

Cieslewicz called for nominations for Vice-Chair. Kratzke nominated Trzinski for Vice-Chair, seconded by Hartman. There being no additional nominations for Vice-Chair, motion to approve Trzinski as Vice-Chair passed unanimously by voice vote.

APPROVAL OF MINUTES

1. Review/Approval of November 15, 2023 Minutes

A motion was made by Wisinski, seconded by Trzinski, to approve the November 15, 2023 minutes as presented. Motion to approve carried by voice vote, with no negative votes.

DISCUSSION/POSSIBLE ACTION

2. Discussion/Possible Action Re: Special Meeting Attendance (Portage County Ordinance 3.1.47 & 3.1.48)
 - Request for special meeting attendance
 - Approval of attendance of special meetings
 - Special meeting attendance reports

No requests, no action.

3. Discussion/Possible Action Re: 2025-2027 Land Information Plan

Hartman presented and led a discussion highlighting the 2025-2027 Land Information Plan; the following projects were discussed:

- PLSS project plan - Survey monument remonumentation plan.
- Digital ortho photography will be done next year; looking to do this more than every five years, possibly every three. There is a grant allowing the possibility to go to a three-inch pixel as well.
- Geo-locating permitting and online data access.
- We will be converting to a different platform for parcel editing. The current software will no longer be supported in 2025.
- Implementation of the North American Terrestrial Reference Frame (2022) will begin in 2026.
- Plat of survey document link; discussion on changes and benefits.
- Local road document link; discussion on changes and benefits.
- Historic aerial photography; it would be a benefit to get digital back to 1968 when the Zoning Ordinance started to see what is grandfathered from that far back.
- Regular operations, training and education, and software maintenance and other program work was discussed.
- Additional discussion on PLSS issues and who will maintain the parcels after implementation.
- Discussion on the multiple annual grants and what projects they are utilized for.
- Brief discussion on document revenue versus base budget grant.
- Discussion on fee amounts and possibly raising recording or transfer fees in the future.
- Discussion of document numbers and related fee amounts.
- Hartman explained there was a scrivener's error on page 39, item 11) Other Land Information Program Work, under "Unit Cost/Cost." The hours were listed at 50 and should read **520** hours @ \$42.65 each..."

A motion was made by Wisinski, seconded by Trzinski, to approve the 2025-2027 Land Information Plan with the amendment correcting the Unit Cost/Cost hours as listed under Item 11 on page 39, from 50 to 520. Motion to approve as amended passed by voice vote, with no negative votes.

DISCUSSION

4. Review of 2025 Budget

Hartman presented and led a brief discussion on the different items covered in the 2025 budget. It was noted by Hartman that this is the first time in history that levy dollars are being utilized in this budget.

5. Judicial Privacy - 2023 WI Act 235

Wisinski led lengthy discussion on this topic. She explained that beginning April 1, 2025, Federal Judges can request their name be removed from any public list such as GIS records, Register of Deeds records, County Clerk voting registry, etc. They can submit a written application to each department requesting their name be removed. This is a form provided by the Courts at the State level. Wisinski added there is discussion to expand the list in Wisconsin to include other elected and public officials in the future. There was additional discussion regarding the software program that is being developed to allow this information to be blocked. It was noted that there is a statute that covers the Register of Deeds Office from any legal liability in this situation, but Wisinski is unsure how that affects any other office.

LAND RECORDS PROGRAM UPDATES

6. Parcel Edit Platform Change

Rod Sutter led the discussion. He and Hartman attended the ESRI Annual User Conference where Sutter spoke with the vendor they chose to do the parcel fabric conversion, Panda Consulting. He said they are hoping to get this project done in 2025 after all the 2024 parcel information is finalized. Sutter will also request the link for training on the software. Wisinski commented she feels Panda Consulting is good to work with regarding training.

7. 2025 Aerial Photos

Hartman said this should be a three-inch project; adding the fly will be done in April and the information should be received by August or September. There was discussion on how a grant was able to bring 20 additional counties down to the three-inch level. There are additional partners that this will benefit as well.

8. Web Application Update

Hartman explained the Web apps are mostly built on platforms that will be deprecated at the end of next year, so he is working on switching those over. He will post notifications on the existing apps to have people review the new software. This will be done on the software vendors schedule. Hartman explained some of the benefits and tools of the new software.

ADJOURNMENT

Meeting adjourned by Chair Cieslewicz at 9:53 am.

Respectfully submitted,

Gayle Stewart
Recording Secretary