

MINUTES
PORTAGE COUNTY LAND RECORDS MODERNIZATION COMMITTEE
September 23, 2022 – 8:30 am, Conference Room 5 – County Annex

Members Present In-Person

Rice, Hartman, Bemowski, Golnick, Wisinski, Fuehrer, Trzinski, and Morrow

Members Present Via Video

Olson, Lane, and Schoenholz

Members Excused

Przybylski, Ostrowski, and Kratzke

Staff Present

Sutter and Stewart, Portage County Planning and Zoning Department

Chair Keith Rice called the meeting to order at 8:30 am in Conference Room 5 and conducted introductions.

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 Reasonable Control of the Committee Chair as Set Forth in Robert's Rules of Order.

Election of Chair and Vice-Chair

Rice said he has served two terms in a row as Chair, so he cannot be Chair again at this time. Rice opened nominations for Chair.

Rice nominated Hartman as Chair, second by Bemowski. Rice called for nominations two more times; there were none. Motion for Hartman as Chair passed unanimously by voice vote.

Chair Hartman called for nominations for Vice-Chair. Hartman nominated Bemowski as Vice-Chair, second by Wisinski. There being no further nominations, motion for Bemowski as Vice-Chair passed unanimously by voice vote.

Discussion/Action on the December 10, 2021 Minutes

Wisinski moved to approve the December 10, 2021 minutes; second by Lane. Motion to approve passed unanimously by voice vote.

Review of Proposed 2022 Land Records Modernization Budget

Hartman presented and explained the budget touching on expenses and revenues; adding this is from prior to the Committee meeting with Finance. He then explained the only adjustment after going to Finance Committee is the additional amount for strategic initiative. Additional explanation given by Wisinski.

Land Records Program Updates

a. Next Generation 911

Hartman explained that during the pandemic he and Sutter were able to convert data to Next Generation 911 standards in-house. This was done two years early because Portage County changed their public safety software, and they didn't want to have to change data structures two times within two years. Portage County has applied to be inserted into this system; however, the State is not ready at this time. They should be looking at some time next year. Benefits of this will be supporting text and video sent to the 911 center.

b. Culverts

Hartman explained this is derivative products from elevation data that was done some years ago. There is a county-wide culvert layer that County Highway Department has been working on and towns have been requesting for a while. The data is available; however, they have not yet had time to publish it. Additional explanation by Hartman regarding the cost and how the data will be used.

c. Drainage Modeling

Hartman said drainage modeling with culverts actually helps you know where water goes, and every road is no longer a dam. Hartman explained what software is used, how this tool is utilized, and who can benefit from this tool. One way is in site evaluations for stormwater.

d. Program Evaluation & Prioritization Process

This will be coming up for budget year 2024. The County will evaluate discretionary programs. Hartman said by being in the program they have access to revenue, and he believes they will score pretty high on whatever process they use. He explained how the process may work and possibly affect staff or programing in the future.

e. Incorporate remonumentation program coordinates into parcel map

Sutter said he is doing some parcel reconstruction based on new information, prioritizing the worst errors. He has been able to start with the rural area and is now getting closer to the urban area. He said there is more to do but this is improving parcel areas and solving problems. Hartman explained the office policy on which parcels are prioritized for being correct; adding these are tax parcels and not survey maps.

Trzinski said this is one of the reasons adjusting the parcel mapping is a big deal because the general public looks at this mapping and considers it gospel, which can lead to problems. Rice said when Portage County initially put in parcel information, it was done correctly by actual monumentation. Whereas some counties just digitized old parcel maps and tried to make it work.

Wisinski said that she and Trzinski have worked with Sutter and Hartman on scanning old survey books and putting them online for surveyors. Hartman explained this is an automation task and the data will now be available 24/7. Hartman said this is considered a success metric and all surveyor records are now available online.

Adjournment

With no further business to come before the Committee, Trzinski moved to adjourn and Wisinski seconded. Motion to adjourn passed unanimously by voice vote. Meeting adjourned at 9:05 am.

Respectfully submitted,

Jeff Hartman, Chair

Gayle Stewart, Recording Secretary

Date