

BUFFALO COUNTY MINUTES

Committee of the Board: Land Information Committee

Date of the Meeting: April 12, 2019

Chair Mr. Barry Draskowski called the meeting to order at 9:01 a.m. in the third floor County Board meeting room, Buffalo County Courthouse, Alma, Wisconsin.

Board Members Present: Mr. Barry Draskowski, Mr. Dennis Bork, Mr. David Danzinger and Mr. John Ebert. Excused was Mr. Max Weiss.

Others Present for All or Parts of the Meeting: Ms. Sonya Hansen, Mr. Joe Nelsen, Ms. Carol Burmeister, Chief Deputy Lee Engfer and Mr. Jason Poser.

Public Comments Regarding Agenda Items: There were no public comments.

Review/Discussion/Action - Regarding Minutes of the Previous Meeting: A motion was made by Mr. Dennis Bork seconded by Mr. David Danzinger to approve the minutes of the previous meeting of March 8, 2019 as sent. Motion Carried.

Review/Discussion/Action - Regarding Minutes of the Previous Meeting: A motion was made by Mr. Dennis Bork seconded by Mr. David Danzinger to approve the minutes of the previous joint meeting with the Finance Committee of March 20, 2019 as sent. Motion Carried.

Chair Mr. Barry Draskowski reiterated the direction decided at the Joint Finance Committee meeting that the task delegated to the Land Information Committee was to draft and implement a Request for Proposal (RFP) for the remonumentation project. This decision was based on the duty of the Board to oversee the spending of tax payer dollars in a responsible manner.

Review/Discussion/Action - Review of the Remonumentation Request for Proposal: Mr. Jason Poser prepared a draft RFP proposal for consideration by the committee with input from County Surveyor, Joe Nelsen.

The Committee discussed the following points:

- The Committee previously discussed an incremental implementation of the project based on availability of funding with a target date for completion in 2025. Mr. Jason Poser stated that he drafted the proposal based on one surveyor completing the project as he understood the Finance Committee wanted continuity and he felt the best way to achieve this was to have one (1) surveyor complete the entire project.
- The Land Information Committee members discussed individual RFP's for each township. The RFP could then be tailored to adjust for unique features to the

township such as brass caps or marshland and how they may impact the proposal. The Committee felt that doing individual RFP's would place more control on the quality of work as the contract could be ended if there were performance concerns.

- The Committee felt that budgeting each township would be easier to achieve on a yearly basis.
- The Committee agreed that they would not recommend an RFP to complete the Town of Waumandee and the Town of Glencoe. Grant money in addition to matching funds could be used to complete these townships.
- The Committee received copies of various RFP's from other counties, Information on the Michigan Remonumentation Program and the Administrative Rule on the Minimum Standards for Property Surveys.
- The Committee recommended the change to the RFP to allow any licensed Professional Land Surveyor to be allowed to submit a proposal. The current draft reflected that they were to be Wisconsin based.
- The Committee recommended deleting the Disclosure section of the proposal. Mr. Poser stated that this was included based on a conversation with Corporation Counsel.
- The Committee discussed the complexity and details of the requirements in the proposal and recommended a blended version using some of the examples from other counties. Mr. Poser wanted it placed on the record that he would prepare a revised RFP but that he disagrees. He feels the proposed draft reduces future potential risk for the County as this is the process that has been used in the past and deviating from that process could lead to incorrect corners being established. The Committee recognized the need to carefully select a qualified vendor but also stated that they have a duty to responsibly oversee the use of how tax dollars are spent.
- Mr. Poser was asked if he could create a blended proposal that would be unbiased as he has strong feelings about the process and placed his disapproval on the record. Mr. Poser responded that he could. He recommended that a task force should have been put together as he is not a surveyor. The draft revision was to be sent to Mr. Barry Draskowski and Mr. John Ebert to review and comment prior to the next meeting.
- Mr. Barry Draskowski stated that the Committee of the Board had expressed support of the remonumentation project and moving forward but needed firm costs.
- Surveyor Mr. Joe Nelsen stated that as County Surveyor he wanted it placed on the record that he disagrees with the RFP process.

The Committee instructed Mr. Jason Poser to complete a blended proposal to be presented at the next meeting with a copy being sent to Mr. Barry Draskowski and Mr. John Ebert for input.

Review/Discussion/Action – Overview of Status of the GeoComm 911 GIS Database Updates, Aerial Imagery and Future Direction:

Chief Deputy Mr. Lee Engfer informed the Committee that he was assuming the role as the liaison between GIS and the E-911 system. He stated that the Sheriff's Department is pleased with the work performed by GeoComm and are currently under a one (1) year contract with them. Chief Deputy Engfer indicated that the Sheriff's Department does not oppose moving forward with integration of the current mapping systems between GIS and the Sheriff's Department but that they have some concerns about timeliness of data updates that would need to be addressed prior to moving forward. Chief Deputy Engfer presented several examples of road names and addresses that remained unresolved between the two data bases. The Committee instructed Chief Deputy Engfer to continue to work with GeoComm to provide an overview of the current system and to inquire as to tools that would be able to interface between the two.

Mr. Jason Poser explained the process as to how a new address is assigned and the role of GIS, E-911 and Zoning.

The Committee recommended that the internal process be reviewed between the departments to assure that appropriate steps are developed for a timely update of addresses.

Review/Discussion – Land Information Officer's Report: Land Information Officer Mr. Jason Poser stated that he has assisted with providing flood maps and posting data on the website regarding road closures. Chief Deputy Engfer stated that the townships report road closures to Dispatch and that Highway Commissioner Mr. Bob Platteter reports road closures for State and County roads to the State and the Sheriff's Department. It was the consensus of the Committee that there should be one source capturing the road closure data for County use and then it would be disseminated from that sole source. Mr. Poser was to work with the Sheriff's Department.

His other work included working with the Department of Administration on data collection, drafting the RFP for remonumentation and working with Emergency Management on upgrading the Alert Sense capabilities to include the public.

Review/Discussion – Surveyor's Report: Mr. Joe Nelsen reviewed his reports for the County Surveyor's Office activities and remonumentation project for the Towns of Glencoe and Waumandee as of April 5, 2019.

Review/Discussion – Chair Report: The Chair had nothing further to report to the Committee. Mr. John Ebert inquired as to whether or not he should schedule a meeting with the Town of Nelson to discuss the remonumentation project with the new Town Board. It was discussed that this meeting should be placed on hold until the RFP process and future direction of the project is decided.

Public Comments: There were no public comments.

Next Meeting: The next meeting of the Land Information Committee is scheduled for May 10, 2019 at 9:00 a.m.

Adjourned: Mr. Dennis Bork made a motion to adjourn at 11:35 a.m., seconded by Mr. David Danzinger. Motion Carried.

Respectfully submitted,

Sonya J. Hansen
Recording Secretary