October 19, 2017
10:00 AM

CONSERVATION, PLANNING AND ZONING
LARGE CONFERENCE ROOM
210 RIVER DRIVE, WAUSAU, WI

Marathon County Mission Statement: Marathon County Government serves people by leading, coordinating, and providing county, regional, and statewide initiatives. It directly or in cooperation with other public and private partners provides services and creates opportunities that make Marathon County and the surrounding area a preferred place to live, work, visit, and do business. (Last updated: 12-20-05)

Members: Gary Hetzer – Land Information Officer, Audrey Jensen, Linda Schroeder, Gerry Klein, Christopher Fieri, Jim Seefeldt, Jason Plaza, Scott Williams, Dean Stratz

Agenda Items:
1. Call to Order;

Policy Discussion and Possible Action:
2. Approve minutes of December 8, 2016 meeting
3. Land Records System & Register of Deeds Track Index System Funding Request – Dean Stratz / Gary Hetzer
4. Marathon County Uniform Addressing Project Update – Rebecca Frisch
5. 2018 Wisconsin Land Information Program (WLIP) Strategic Initiative Grant and Training Grant
6. Next meeting date: to be determined
7. Adjourn.

Any person planning to attend this meeting who needs some type of special accommodation in order to participate should call the County Clerk’s Office at 715-261-1500 or e-mail infomarathon@mail.co.marathon.wi.us one business day before the meeting.

FAXED TO: News Dept. at Daily Herald (848-9361), City Pages (848-5887), Midwest Radio Group (848-3158), Marshfield News (715 387-4175), TPP Printing (715 223-3505)
Date: October 11, 2017
Time: 8:45 a.m.
By: CEK
Date/Time/By: ________________________________

SIGNED: __________________________
Presiding Officer or Designee
Date: __________________________
Time: __________________________ a.m. / p.m.
By: __________________________
County Clerk

NOTICE POSTED AT COURTHOUSE:
1. Call to Order
The meeting was called to order by Hetzer at 1:00 pm.

2. Approve minutes of December 14, 2015 meeting
Action: 
MOTION / SECOND BY SEEFEルドT / WILLIAMS TO APPROVE THE MINUTES OF THE DECEMBER 14, 2015 MEETING. 
MOTION CARRIED ON VOICE VOTE, NO DISSENT.

3. Marathon County Uniform Addressing Project Update – Rebecca Frisch
Discussion: A PowerPoint presentation was used to update the council on how the land records system would be impacted by the Uniform Addressing project. Discussion highlights included:
⇒ Marathon County is one of 8 Wisconsin counties that does not have a single addressing grid
⇒ New addresses will have 6 numbers which is higher than any existing address
⇒ Staff is working on a draft Implementation Plan and road naming criteria
⇒ US Post Office (PO):
  o Working with county staff and has assigned staff to this project
  o Automatically changes county addresses – no need for residents to contact the PO
  o Has indicated to county staff that firms (e.g., Amazon, FedEx, etc.) contacts the PO for address
⇒ Department heads will be contacted by CCIT to determine type and location of addresses within departmental databases
  o Need to determine conversion sequence
  o Dispatch has the ability to have “alias” addresses but this isn’t true of all departmental databases
  o Internal database information to be returned to CCITC by 1/9/17
⇒ Physical implementation of new addressing system to be in 2018
⇒ Need to develop uniform system for participating incorporated communities
  o Incorporated communities to be notified after 1/1/17 of a deadline to participate in project and cost sharing
⇒ Road naming
  o Need to work with adjacent counties with regard to roads that cross county lines
  o May need to consider gender or ethnicity when considering existing road names
  o Considering historical and geographical context of existing road names
⇒ http://www.mymarathoncountyaddress.org is the portal for information on the project; county libraries will also have staff to assist residents
⇒ The county’s road naming ordinance and existing procedure was briefly reviewed
Action: NONE, FOR INFORMATIONAL PURPOSES.
Follow Through: None.

4. Land Records System Request for Proposals (RFP) Update – Diane Hanson
Discussion: The RPF was released 12/6/16. It is posted on the State of Wisconsin’s vendornet.wi.gov site, the county’s website under “Work” and sent to 7 vendors. The deadline for submitting proposals is 2/1/17. Anticipated schedule: complete the review of the proposals, demonstrations and site visits by April; selection/interviews in May and June. A selection team will be assembled to rank the proposals, observe the demonstrations/site visits, and participate in the interview process.
Marathon County
Land Information Council (LIC)
December 8, 2016

Action: **NONE**, FOR INFORMATIONAL PURPOSES.
Follow Through: A selection team will be assembled.

5. Retained Fees Fund Update
Discussion: As of today, the current balance of the “$6” account is $274,617.04, account funds the GIS coordinator’s salary; the current balance of the “$2” account is $494,317.64, this will fund the new land records system and tracking index. 2016 document filings are up with 1865 recorded documents per month compared to 1825 recorded documents per month in 2015. Some land information projects may be funded from the $6 account in 2017. GIS/CIP funds are also used to fund some projects. To not drain the $6 account, discussions may be held with the county administrator and finance director to use CIP funds to finance the land records project. A council meeting may be necessary depending on the outcome of such a discussion.
Action: **NONE**, FOR INFORMATIONAL PURPOSES.
Follow Through: None.

6. 2017 Wisconsin Land Information Program (WLIP) Strategic Initiative Grant and Training Grant
Discussion: These grant requests are due 12/31/16. The 2015 grants paid for corners in the Town of Ringle and a portion of the Town of Easton. The $50,000 Strategic Initiative Grant which will be used to establish approximately 155 more corners. A RFP will be sent out in February 2017. Estimated average cost is approximately $300/corner.
Action: **MOTION / SECOND BY WILLIAMS / KLEIN TO APPROVE THE WISCONSIN LAND INFORMATION PROGRAM (WLIP) 2017 TRAINING & EDUCATION GRANT APPLICATION AND THE 2017 STRATEGIC INITIATIVE GRANT APPLICATION AND FORWARD THE APPLICATIONS TO THE WISCONSIN DEPARTMENT OF ADMINISTRATION FOR ITS CONSIDERATION. MOTION CARRIED BY VOICE VOTE, NO DISSENT.**
Follow Through: The grant applications will be submitted to the WisDOA for its consideration.

7 Next meeting date: to be determined
Discussion: The County Board will be appointing Dean Stratz to the council.

8. Adjourn.
There being no further business to discuss, **MOTION / SECOND BY WILLIAMS / SEEFELDT TO ADJOURN THE MEETING AT 10:52 A.M. MOTION CARRIED BY VOICE VOTE, NO DISSENT.**

Submitted by:
Gary Hetzer
GIS Coordinator
December 16, 2016
GH/ljs