

**WOOD COUNTY LAND INFORMATION COUNCIL**

**AGENDA**

DATE: Wednesday July 24, 2024

TIME: 9:00am

LOCATION: Room 114  
Wood County Courthouse  
400 Market Street, Wisconsin Rapids, WI 54494

1. Call meeting to order
2. Introductions
3. Declaration of Quorum
4. Public Comment
5. Approval of Previous Meeting (12/18/23) Minutes
6. Round Table Discussion on Land Information
7. Land Information Project Updates
8. Future Land Information Projects (2025+)
9. Budget Update
10. Agenda Items for Next Meeting
11. Adjourn

WOOD COUNTY LAND INFORMATION COUNCIL  
MINUTES

Date: Monday December 18<sup>th</sup>, 2023

Location: Via Webex Teleconference and in person room 114

Attendees: Bill Leichtnam, District 19 Supervisor; Paul Bernard, Land Information Officer; Al Breu, District 6 Supervisor; Nancy Marti, Real Property Lister; Heather Gehrt, Treasurer; Victoria Wilson, Planning & Zoning; Tony Bastien, Dispatch Manager; Bill Clendenning, District 15 Supervisor

1. Chairperson Leichtnam called the meeting to order at 10:02 a.m.
2. Introductions.
3. Chairperson Leichtnam declared a quorum.
4. Public Comment. None
5. Approval of previous meeting minutes (7/12/2023).

Chairperson Leichtnam asked for any additions or corrections to the previous meeting minutes. Hearing none Al Breu made a motion to approve the minutes. Second by Paul Bernard. Motion carried unanimously.

6. Round Table Discussion on Land Information
  - No disussion
7. Land Information Project Updates
  - Additional deliverables (LiDAR data) are expected in late January.
  - ARPA funding request, totaling \$220,000, is one of many requests being made to the ARPA committee.
  - Historic air photos. The state cartographer's office is scanning in the digital historic air photos. This includes not only 1938 air photos, but also 1950's and 1960.
  - NextGen 911 will be implemented in the second quarter of 2024.
  - Recreation layers project is an ongoing project of compiling and creating all sorts of aspects you would find on a recreation map.
  - There are performance issues with the GIS website that we are working on continually.
8. Future Land Information Projects (2025+)
  - It is not too early to start thinking about projects to be done.
  - Historic preservation. Paul is working with Kayla (Planning & Zoning) on digitizing historic data sets.
  - Building inventory project would tie all information together on any given property, which would include GIS, spatial building footprints and attributes the assessors are collecting. This information should be integrated together but there have been significant roadblocks in getting this information from Market Drive.
9. Budget Update

- Paul gave a brief update on the Land Records budget and where the funding comes from for this department.

10. Agenda Items for Next Meeting

- Next meeting will be decided in 2024.

11. Adjourn

Motion by Paul Bernard to adjourn, second by Bill Leichtnam. Motion carried unanimously. Meeting adjourned at 11:03 a.m.

Minutes taken by Victoria Wilson of Planning and Zoning and in draft form until next meeting.

Ranges: From: To:  
 Date 1/1/2024 12/31/2024  
 Account 261-2202-56320-000-101 261-2202-56320-000-531

Sorted By: DEPARTMENT Subtotal By: No Subtotals  
 Include: Posting

^ Inactive Account

Account	Beginning Balance	A/C Description	Debit	Credit	Trx Description	Net Change	Ending Balance
Trx Date	Jrnl No. Voucher#	Source Doc Vendor					
261-2202-56320-000-101	\$0.00	Land Records Wages					
1/1/2024	336,755	GJ		\$841.40	Rev YE Accrued Wages to 23		
1/11/2024	336,613	GJ	\$1,682.80		GL Payroll Integration		
1/11/2024	336,635	GJ		\$1,682.80	Back Out Journal Entry 336613		
1/11/2024	336,636	GJ	\$1,682.80		GL Payroll Integration		
1/25/2024	337,249	GJ	\$2,215.44		GL Payroll Integration		
2/8/2024	337,974	GJ	\$2,273.76		GL Payroll Integration		
2/22/2024	338,827	GJ	\$2,273.76		GL Payroll Integration		
3/7/2024	339,563	GJ	\$2,526.40		GL Payroll Integration		
3/21/2024	340,304	GJ	\$2,526.40		GL Payroll Integration		
4/4/2024	340,783	GJ	\$2,273.76		GL Payroll Integration		
4/18/2024	341,397	GJ	\$2,273.76		GL Payroll Integration		
5/2/2024	342,068	GJ	\$2,526.40		GL Payroll Integration		
5/16/2024	342,595	GJ	\$1,263.20		GL Payroll Integration		
5/30/2024	343,427	GJ	\$2,526.40		GL Payroll Integration		
6/13/2024	344,265	GJ	\$2,273.76		GL Payroll Integration		
6/27/2024	345,032	GJ	\$2,526.40		GL Payroll Integration		
7/11/2024	345,855	GJ	\$2,273.76		GL Payroll Integration		
			-----	-----			
	Totals:		\$33,118.80	\$2,524.20		\$30,594.60	\$30,594.60
261-2202-56320-000-107	\$0.00	Land Records Sick					
2/8/2024	337,974	GJ	\$252.64		GL Payroll Integration		
			-----	-----			
	Totals:		\$252.64	\$0.00		\$252.64	\$252.64
261-2202-56320-000-108	\$0.00	Land Records Vacation					
1/25/2024	337,249	GJ	\$246.16		GL Payroll Integration		
2/22/2024	338,827	GJ	\$252.64		GL Payroll Integration		
4/18/2024	341,397	GJ	\$252.64		GL Payroll Integration		
5/16/2024	342,595	GJ	\$1,263.20		GL Payroll Integration		
			-----	-----			
	Totals:		\$2,014.64	\$0.00		\$2,014.64	\$2,014.64
261-2202-56320-000-109	\$0.00	Land Records Holiday					
1/1/2024	336,755	GJ		\$355.80	Rev YE Accrued Wages to 23		
1/11/2024	336,613	GJ	\$711.60		GL Payroll Integration		
1/11/2024	336,635	GJ		\$711.60	Back Out Journal Entry 336613		
1/11/2024	336,636	GJ	\$711.60		GL Payroll Integration		
4/4/2024	340,783	GJ	\$252.64		GL Payroll Integration		
6/13/2024	344,265	GJ	\$252.64		GL Payroll Integration		
7/11/2024	345,855	GJ	\$252.64		GL Payroll Integration		
			-----	-----			
	Totals:		\$2,181.12	\$1,067.40		\$1,113.72	\$1,113.72
261-2202-56320-000-120	\$0.00	Land Records FICA					
1/1/2024	336,755	GJ		\$87.45	Rev YE Accrued Wages to 23		
1/11/2024	336,613	GJ	\$174.89		GL Payroll Integration		

1/11/2024	336,635	GJ		\$174.89	Back Out Journal Entry 336613
1/11/2024	336,636	GJ	\$174.89		GL Payroll Integration
1/25/2024	337,249	GJ	\$180.02		GL Payroll Integration
2/8/2024	337,974	GJ	\$184.98		GL Payroll Integration
2/22/2024	338,827	GJ	\$184.98		GL Payroll Integration
3/7/2024	339,563	GJ	\$184.98		GL Payroll Integration
3/21/2024	340,304	GJ	\$184.98		GL Payroll Integration
4/4/2024	340,783	GJ	\$184.98		GL Payroll Integration
4/18/2024	341,397	GJ	\$184.98		GL Payroll Integration
5/2/2024	342,068	GJ	\$184.98		GL Payroll Integration
5/16/2024	342,595	GJ	\$184.98		GL Payroll Integration
5/30/2024	343,427	GJ	\$184.98		GL Payroll Integration
6/13/2024	344,265	GJ	\$184.98		GL Payroll Integration
6/27/2024	345,032	GJ	\$184.98		GL Payroll Integration
7/11/2024	345,855	GJ	\$184.98		GL Payroll Integration

Totals:			-----	-----	-----
	\$2,749.56		\$262.34	\$2,487.22	\$2,487.22

261-2202-56320-000-130                      \$0.00 Land Records Health Insurance

1/11/2024	336,006	GJ	\$643.73		2024 HEALTH
1/25/2024	336,006	GJ	\$643.73		2024 HEALTH
2/8/2024	336,006	GJ	\$643.73		2024 HEALTH
2/22/2024	336,006	GJ	\$643.73		2024 HEALTH
3/7/2024	336,006	GJ	\$643.73		2024 HEALTH
3/21/2024	336,006	GJ	\$643.73		2024 HEALTH
4/4/2024	336,006	GJ	\$643.73		2024 HEALTH
4/18/2024	336,006	GJ	\$643.73		2024 HEALTH
5/2/2024	336,006	GJ	\$643.73		2024 HEALTH
5/16/2024	336,006	GJ	\$643.73		2024 HEALTH
5/30/2024	336,006	GJ	\$643.73		2024 HEALTH
6/13/2024	336,006	GJ	\$643.73		2024 HEALTH
6/27/2024	336,006	GJ	\$643.73		2024 HEALTH
7/11/2024	336,006	GJ	\$643.73		2024 HEALTH

Totals:			-----	-----	-----
	\$9,012.22		\$0.00	\$9,012.22	\$9,012.22

261-2202-56320-000-133                      \$0.00 Land Records Vision Insurance

1/11/2024	336,613	GJ	\$3.00		GL Payroll Integration
1/11/2024	336,635	GJ		\$3.00	Back Out Journal Entry 336613
1/11/2024	336,636	GJ	\$3.00		GL Payroll Integration
1/25/2024	337,249	GJ	\$3.00		GL Payroll Integration
2/8/2024	337,974	GJ	\$3.00		GL Payroll Integration
2/22/2024	338,827	GJ	\$3.00		GL Payroll Integration
3/7/2024	339,563	GJ	\$3.00		GL Payroll Integration
3/21/2024	340,304	GJ	\$3.00		GL Payroll Integration
4/4/2024	340,783	GJ	\$3.00		GL Payroll Integration
4/18/2024	341,397	GJ	\$3.00		GL Payroll Integration
5/2/2024	342,068	GJ	\$3.00		GL Payroll Integration
5/16/2024	342,595	GJ	\$3.00		GL Payroll Integration
5/30/2024	343,427	GJ	\$3.00		GL Payroll Integration
6/13/2024	344,265	GJ	\$3.00		GL Payroll Integration
6/27/2024	345,032	GJ	\$3.00		GL Payroll Integration
7/11/2024	345,855	GJ	\$3.00		GL Payroll Integration

Totals:			-----	-----	-----
	\$45.00		\$3.00	\$42.00	\$42.00

261-2202-56320-000-140                      \$0.00 Land Records Life Insurance

1/11/2024	336,613	GJ	\$0.58		GL Payroll Integration
1/11/2024	336,635	GJ		\$0.58	Back Out Journal Entry 336613
1/11/2024	336,636	GJ	\$0.58		GL Payroll Integration
1/25/2024	337,249	GJ	\$0.58		GL Payroll Integration
2/8/2024	337,974	GJ	\$0.58		GL Payroll Integration
2/22/2024	338,827	GJ	\$0.58		GL Payroll Integration
3/7/2024	339,563	GJ	\$0.58		GL Payroll Integration
3/21/2024	340,304	GJ	\$0.58		GL Payroll Integration

4/4/2024	340,783	GJ	\$0.58		GL Payroll Integration
4/18/2024	341,397	GJ	\$0.58		GL Payroll Integration
5/2/2024	342,068	GJ	\$0.58		GL Payroll Integration
5/16/2024	342,595	GJ	\$0.58		GL Payroll Integration
5/30/2024	343,427	GJ	\$0.58		GL Payroll Integration
6/13/2024	344,265	GJ	\$0.58		GL Payroll Integration
6/27/2024	345,032	GJ	\$0.58		GL Payroll Integration
7/11/2024	345,855	GJ	\$0.58		GL Payroll Integration

Totals: \$8.70 \$0.58 \$8.12 \$8.12

261-2202-56320-000-151 \$0.00 Land Records Retirement

1/1/2024	336,755	GJ		\$82.61	Rev YE Accrued Wages to 23
1/11/2024	336,613	GJ	\$165.21		GL Payroll Integration
1/11/2024	336,635	GJ		\$165.21	Back Out Journal Entry 336613
1/11/2024	336,636	GJ	\$165.21		GL Payroll Integration
1/25/2024	337,249	GJ	\$169.85		GL Payroll Integration
2/8/2024	337,974	GJ	\$174.32		GL Payroll Integration
2/22/2024	338,827	GJ	\$174.32		GL Payroll Integration
3/7/2024	339,563	GJ	\$174.32		GL Payroll Integration
3/21/2024	340,304	GJ	\$174.32		GL Payroll Integration
4/4/2024	340,783	GJ	\$174.32		GL Payroll Integration
4/18/2024	341,397	GJ	\$174.32		GL Payroll Integration
5/2/2024	342,068	GJ	\$174.32		GL Payroll Integration
5/16/2024	342,595	GJ	\$174.32		GL Payroll Integration
5/30/2024	343,427	GJ	\$174.32		GL Payroll Integration
6/13/2024	344,265	GJ	\$174.32		GL Payroll Integration
6/27/2024	345,032	GJ	\$174.32		GL Payroll Integration
7/11/2024	345,855	GJ	\$174.32		GL Payroll Integration

Totals: \$2,592.11 \$247.82 \$2,344.29 \$2,344.29

261-2202-56320-000-160 \$0.00 Land Records Workers Compensation

1/1/2024	336,755	GJ		\$2.54	Rev YE Accrued Wages to 23
1/11/2024	336,613	GJ	\$5.07		GL Payroll Integration
1/11/2024	336,635	GJ		\$5.07	Back Out Journal Entry 336613
1/11/2024	336,636	GJ	\$5.07		GL Payroll Integration
1/25/2024	337,249	GJ	\$5.22		GL Payroll Integration
2/8/2024	337,974	GJ	\$5.36		GL Payroll Integration
2/22/2024	338,827	GJ	\$5.36		GL Payroll Integration
3/7/2024	339,563	GJ	\$5.36		GL Payroll Integration
3/21/2024	340,304	GJ	\$5.36		GL Payroll Integration
4/4/2024	340,783	GJ	\$5.36		GL Payroll Integration
4/18/2024	341,397	GJ	\$5.36		GL Payroll Integration
5/2/2024	342,068	GJ	\$5.36		GL Payroll Integration
5/16/2024	342,595	GJ	\$5.36		GL Payroll Integration
5/30/2024	343,427	GJ	\$5.36		GL Payroll Integration
6/13/2024	344,265	GJ	\$5.36		GL Payroll Integration
6/27/2024	345,032	GJ	\$5.36		GL Payroll Integration
7/11/2024	345,855	GJ	\$5.36		GL Payroll Integration

Totals: \$79.68 \$7.61 \$72.07 \$72.07

261-2202-56320-000-172 \$0.00 Land Records Conferences/Training/Seminars

5/30/2024	343,197	22240040	PMTRX USB002 US BANK	\$120.00	PL/LR/PS/ED Payables
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Totals: \$120.00 \$0.00 \$120.00 \$120.00

261-2202-56320-000-219 \$0.00 Land Records Other Professional Services

2/15/2024	338,311	22240014	PMTRX MIC033-MICHAEL BAKER INTER	\$14,750.00	LR-Prof Serv-Other
2/21/2024	338,685	22240017	PMTRX USB002 US BANK	\$8.70	LR/ED CREDIT CARD CHARGES
3/20/2024	340,050	22240025	PMTRX USB002 US BANK	\$7.47	PL/LR/PS Credit Card Charges
4/17/2024	341,230	22240033	PMTRX USB002 US BANK	\$7.26	PL/LR/PS
5/30/2024	343,197	22240040	PMTRX USB002 US BANK	\$127.31	PL/LR/PS/ED Payables

6/27/2024	344,795	22240045	PMTRX USB002 US BANK	\$7.08		PL/LR/PS Credit Card Chgs	
Totals:				\$14,907.82	\$0.00	\$14,907.82	\$14,907.82
261-2202-56320-000-221				\$0.00	Land Records Cellphone/Telephone		
1/31/2024	337,589		GJ	\$16.43		GL PHONE INTEGRATION	
2/29/2024	339,317		GJ	\$15.40		GL PHONE INTEGRATION	
3/31/2024	340,591		GJ	\$16.64		GL PHONE INTEGRATION	
4/30/2024	341,958		GJ	\$15.92		GL PHONE INTEGRATION	
5/31/2024	343,492		GJ	\$37.56		GL PHONE INTEGRATION	
5/31/2024	343,935		GJ		\$37.56	Back Out Journal Entry 343492	
5/31/2024	343,936		GJ	\$18.05		GL PHONE INTEGRATION Corrected	
6/30/2024	345,495		GJ	\$16.65		GL PHONE INTEGRATION	
Totals:				\$136.65	\$37.56	\$99.09	\$99.09
261-2202-56320-000-230				\$0.00	Land Records PC Replacement		
1/1/2024	336,009		GJ	\$46.67		2024 PC REPLACEMENT	
2/1/2024	336,009		GJ	\$46.67		2024 PC REPLACEMENT	
3/1/2024	336,009		GJ	\$46.67		2024 PC REPLACEMENT	
4/1/2024	336,009		GJ	\$46.67		2024 PC REPLACEMENT	
5/1/2024	336,009		GJ	\$46.67		2024 PC REPLACEMENT	
6/1/2024	336,009		GJ	\$46.67		2024 PC REPLACEMENT	
7/1/2024	336,009		GJ	\$46.67		2024 PC REPLACEMENT	
Totals:				\$326.69	\$0.00	\$326.69	\$326.69
261-2202-56320-000-311				\$0.00	Land Records Office Supplies		
3/20/2024	340,050	22240022	PMTRX AMA009-AMAZON CAPITAL SERV	\$60.99		LR-Office Supplies	
3/31/2024	340,615	27240129	PMTRX CDW001 CDW GOVERNMENT INC	\$28.00		2024 KOFAX POWER PDF RENEWALS	
Totals:				\$88.99	\$0.00	\$88.99	\$88.99
261-2202-56320-000-313				\$0.00	Land Records Postage		
4/30/2024	342,420		GJ	\$0.61		Postage Expense	
Totals:				\$0.61	\$0.00	\$0.61	\$0.61
261-2202-56320-000-328				\$0.00	Land Record Dues		
1/17/2024	336,719	22240006	PMTRX WIS162 WISCONSIN LAND INFO	\$250.00		LR-Dues	
Totals:				\$250.00	\$0.00	\$250.00	\$250.00
261-2202-56320-000-329				\$0.00	Land Records Other Publications, Subscrip & Dues		
7/3/2024	345,304	22240048	PMTRX ESR002 ESRI INC	\$14,055.00		LR-Other Subs, Pubs & Dues	
Totals:				\$14,055.00	\$0.00	\$14,055.00	\$14,055.00
261-2202-56320-000-331				\$0.00	Land Records Mileage		
6/27/2024	345,032		GJ	\$120.60		GL Payroll Integration	
Totals:				\$120.60	\$0.00	\$120.60	\$120.60
261-2202-56320-000-511				\$0.00	Land Records Insurance		
1/1/2024	336,010		GJ	\$70.76		2024 Property Liability Insura	
2/1/2024	336,010		GJ	\$70.76		2024 Property Liability Insura	
3/1/2024	336,010		GJ	\$70.76		2024 Property Liability Insura	
4/1/2024	336,010		GJ	\$70.76		2024 Property Liability Insura	
5/1/2024	336,010		GJ	\$70.76		2024 Property Liability Insura	
6/1/2024	336,010		GJ	\$70.76		2024 Property Liability Insura	

7/1/2024	336,010	GJ		\$70.76		2024 Property Liability Insura	
			Totals:	\$495.32	\$0.00	\$495.32	\$495.32
261-2202-56320-000-531			\$0.00	Land Records Interdepartment Rent			
1/1/2024	336,008	GJ		\$86.00		2024 RENT	
2/1/2024	336,008	GJ		\$86.00		2024 RENT	
3/1/2024	336,008	GJ		\$86.00		2024 RENT	
4/1/2024	336,008	GJ		\$86.00		2024 RENT	
5/1/2024	336,008	GJ		\$86.00		2024 RENT	
6/1/2024	336,008	GJ		\$86.00		2024 RENT	
7/1/2024	336,008	GJ		\$86.00		2024 RENT	
			Totals:	\$602.00	\$0.00	\$602.00	\$602.00
Grand Totals:			\$0.00	\$83,158.15	\$4,150.51	\$79,007.64	\$79,007.64
Total Accounts:		21					



Ranges: From: To:  
 Date: 1/1/2024 12/31/2024  
 Account: 261-2202-56320-000-101 261-2202-56320-000-531

Sorted By: FUND  
 Include: Posting, Zero Balance/No Trx

^ Inactive Account

Account	Description	Current Balance	Revised Budget
261-2202-56320-000-101	Land Records Wages	\$30,594.60	\$54,877.37
261-2202-56320-000-102	Inactive--Perm Wages Part-Time -	\$0.00	\$0.00
261-2202-56320-000-104	Land Records Jury Duty	\$0.00	\$0.00
261-2202-56320-000-107	Land Records Sick	\$252.64	\$2,970.23
261-2202-56320-000-108	Land Records Vacation	\$2,014.64	\$3,692.40
261-2202-56320-000-109	Land Records Holiday	\$1,113.72	\$2,461.60
261-2202-56320-000-110	Land Records Funeral/Jury/Other P	\$0.00	\$0.00
261-2202-56320-000-115	Land Records Overtime	\$0.00	\$0.00
261-2202-56320-000-120	Land Records FICA	\$2,487.22	\$4,896.12
261-2202-56320-000-130	Land Records Health Insurance	\$9,012.22	\$16,737.00
261-2202-56320-000-132	Land Records OPEB	\$0.00	\$0.00
261-2202-56320-000-133	Land Records Vision Insurance	\$42.00	\$78.00
261-2202-56320-000-140	Land Records Life Insurance	\$8.12	\$15.12
261-2202-56320-000-151	Land Records Retirement	\$2,344.29	\$4,416.11
261-2202-56320-000-156	Land Records Unemployment	\$0.00	\$0.00
261-2202-56320-000-160	Land Records Workers Compensation	\$72.07	\$67.84
261-2202-56320-000-172	Land Records Conferences/Training	\$120.00	\$3,000.00
261-2202-56320-000-219	Land Records Other Professional S	\$14,907.82	\$50,000.00

261-2202-56320-000-221	Land Records Cellphone/Telephone	\$99.09	\$250.00
261-2202-56320-000-230	Land Records PC Replacement	\$326.69	\$560.00
261-2202-56320-000-233	Land Records Repair & Maint Serv-	\$0.00	\$10,350.00
261-2202-56320-000-311	Land Records Office Supplies	\$88.99	\$780.00
261-2202-56320-000-312	Land Records Copy Expense	\$0.00	\$100.00
261-2202-56320-000-313	Land Records Postage	\$0.61	\$45.00
^ 261-2202-56320-000-322	Inactive--Land Rec Education & Tr	\$0.00	\$0.00
261-2202-56320-000-325	Land Records Dues & Subscriptions	\$0.00	\$0.00
261-2202-56320-000-328	Land Record Dues	\$250.00	\$250.00
261-2202-56320-000-329	Land Records Other Publications,	\$14,055.00	\$17,000.00
261-2202-56320-000-331	Land Records Mileage	\$120.60	\$700.00
261-2202-56320-000-332	Land Records Meals	\$0.00	\$380.00
261-2202-56320-000-333	Land Records Lodging / Hotels	\$0.00	\$1,000.00
261-2202-56320-000-336	Land Records Parking	\$0.00	\$50.00
261-2202-56320-000-340	Land Records Operating Expense	\$0.00	\$32,801.00
^ 261-2202-56320-000-341	Land Records Equipment Maintenanc	\$0.00	\$0.00
261-2202-56320-000-511	Land Records Insurance	\$495.32	\$849.10
261-2202-56320-000-531	Land Records Interdepartment Rent	\$602.00	\$1,032.00
Grand Totals:		----- \$79,007.64 =====	----- \$209,358.89 =====
Total Accounts:	36		