1. May 11, 2021 Land Information Advisory Council Meeting Agenda (PDF)

   Documents:

   5-11-21 LIAC AGENDA.PDF

2. May 11, 2021 Land Information Advisory Council Meeting Packet (PDF)

   Documents:

   LIAC NOVEMBER 10, 2020 MINUTES DRAFT.PDF

3. LIAC MAY 11, 2021 MINUTES APPROVED

   Documents:

   05-11-21 LIAC MINUTES - FINAL.PDF

Land Information Advisory Council
MEETING NOTICE
Tuesday, May 11, 2021 – 10:00 a.m.

County Board Room 114
Walworth County Government Center
100 W. Walworth St., Elkhorn, Wisconsin

Vacant – Chair, Michael Cotter - Vice-Chair
Nancy Russell, Valerie Etzel, Michele Jacobs,
Dale Drayna, Jerry Kroupa, John Murphy, Todd Neumann,
Rob Merry, Sue Finster, Joe Kroll, Jackie Giller

(Posted in compliance with Sec. 19.84, Wis. Stats.)

It is possible that a quorum of the county board or any
of its committees could be in attendance at this meeting.

A G E N D A

Note: all agenda items are subject to discussion and/or action.

1. Call to order
2. Roll call
3. Agenda withdrawals, if any
4. Agenda approval
5. Approval of minutes, Nov 10, 2020 Land Information Advisory Council meeting (enclosure pp. 1 – 4)
6. Public comment period
7. Introduction of New Members replacing John Orr (Chair) and Carrie Virreuta
   a) IT Director Jackie Giller
   b) Register of Deeds Michele Jacobs
8. Nominations of Chair
9. Election of Chair
10. Strategic Initiative Grant
    a) 2021 Grant Application
       i. Grant Amount
       ii. State Parcel Data
    b) Grant Projects
       i. 2021 Projects
       ii. Park Drone Video Demo
    c) 2021 Walworth County Land Modernization Plan Update
11. Current Projects
    a) Assetworks GIS Integration
    b) Energov Module
    c) Register of Deeds
       i. Trimin-Landshark Update

      d) NG911 Data Review
      e) Prophoenix Integration
      f) Walworth County Address Application Online Payment
      g) Farmland Preservation Plan Update
      h) 2020 Census Re-Districting Project
12. Future Projects
      a) OneView Upgrade
      b) 2022 Orthophotography update
      c) Sheriff's Department
            i. Guardian Map Update
      d) Project Suggestions
13. Fund Balances - $640,421.91
14. Reports/announcements by Chairperson
15. Set/confirm next meeting date and time – November 9, 2021 at 10:00am
16. Adjourn

Submitted by: Michael Cotter, Vice-Chairperson

Posted: May 3, 2021

DRAFT   **Walworth County Land Information Advisory Council**
November 10, 2020 Meeting Minutes
Walworth County Government Center, County Board Room 114
100 W. Walworth Street, Elkhorn, Wisconsin

The meeting was called to order by Chair Chair Orr at 10 a.m.

Roll call was conducted. The following members were present: Chair John Orr, Director of IT; Vice-Chair Michael Cotter, Corporation Counsel / Director of Land Use and Resource Management (LURM); Walworth County Realtor Jerry Kroupa; GIS Supervisor / Land Information Officer, Dale Drayna County Surveyor Rob Merry; Captain of Communications Todd Neumann; County Board Chair Nancy Russell (via audio web conference); Deputy Director of LURM / County Conservationist Shannon Haydin; (via audio web conference); County Treasurer Valerie Etzel; Register of Deeds Carrie Virrueta; and County Engineer Joe Kroll. There was a quorum.

On motion by Vice-Chair Cotter, seconded by Todd Neumann, the agenda was approved by voice vote.

On motion by County Board Chair Nancy Russell, seconded by Vice-Chair Cotter, the November 12, 2019, meeting minutes were approved by voice vote.

6. Public Comment – There was none.

7. Introduction of new members replacing Captain Green and Donna Pruess
        a. Captain Todd Neumann
        b. Register of Deeds Carrie Virrueta

8. Strategic Initiative Grant
  a) Grant Projects
GIS Supervisor / Land Information Officer (IT) Dale Drayna reported on the amount of grant money available this year, the status of the hard copy maps tool upgrade, Health & Human Services (HHS) water well Department of Natural Resources (DNR) reporting and 2020 Orthophotography.

  b) 2021 Grant Application
Drayna also talked about the 2021 grant application and state parcel data. The deadline for grant funded projects to be finished is December 31, 2021.

9. Current Projects
  a) GIS Environment Upgrade - Update
Drayna gave an update on the GIS Environment upgrade. The usefulness of the GIS will be expanded greatly and will be more stable. Drayna is looking for feedback on the GIS. The Sheriff's Department reports the GIS OneView is still slow. Drayna said IT will check it out.

  b) 2020 3" Orthophotography Project
County Surveyor Rob Merry spoke about the much improved orthophotography. A 5-county area will be involved. Area contractors provide information that validate the much improved

orthophotography. Four-band imagery will allow maps to show impervious vs. non-impervious surfaces. Tree types will be identifiable. HHS and the nursing homes have shown an interest in this capability. 1.7 terabytes of digital storage will be possible. Flight maps may occur every three years rather than every five years. Vice-Chair Cotter asked for committee support for the 3" orthophotography project. The Sheriff's Department asked if it would be possible to have a GIS layer that could be used to trace a phone box number and whether or not the GIS could identify what phone company owns a particular box. The goal being for the field officer to do their own information search from the squad car rather than rely on dispatch. A telephone company boundary layer on GIS would be very useful. The fire department would also use such a GIS layer. A GIS boundary layer for fire hydrants is needed by fire departments. Drayna said information involving municipalities is a challenge to update on a regular basis. The Sheriff's Department said they would not have to call the Land Use & Resource Management Department to print maps if the squad cars could bring the maps up on their computers. Drayna said as long as the squad cars have internet connection that OneView will work. Chair Orr said the Sheriff's Department should get together with IT to brainstorm on what IT could do for the Sheriff's Department. The goal is to make the improvements within the next year.

c) COVID 19 Projects / Demo

Drayna reported IT has been putting out COVID 19 information via a new GIS portal since March 2020. ArcGis is online for public viewing. Drayna shows examples of what COVID 19 information is available. Statistics can be found using address information. ArcGis Survey 1-2-3 is a tool for gathering and analyzing information. HIPPA sensitive information may only be viewed by Health & Human Services (HHS). Through different filters HHS can create maps of COVID 19 "hot spots" and not be too specific. Drayna said hospital related information is sidelined for now. But statistics are tracked daily and sent to Drayna for the data dashboard. COVID 19 number of deaths, testing sites and other information are available. Global statistics are available as well. Resources available are updated daily. All information given to Drayna goes to the dashboard and appears as graphs and charts. There is also a mobile version for car phones. The Treasurer's Office asked if foreclosure information is collected and processed in the same way as COVID 19 information. Drayna confirmed yes it is. Drayna reported that also in the future COVID 19 school related information will be on the dashboard but for internal use only and not for public view. The Sheriff's Department asked if a crime tracking map will be possible for public use. Drayna confirmed yes that is possible. Drayna said he could create a dashboard for traffic stops for example. Vice-Chair Cotter said a map of heroin deaths, etc., would be useful. Vice-Chair Cotter asked if overdose deaths statistics in general could be put on a dashboard. Shannon Haydin asked if Energov information could be put on a dashboard, as all but condos have individual tax keys. Drayna and Ben from IT and Shannon Haydin will work on that. IT said landscapers have e-mailed IT to say using our GIS they don't even have to go to a site to quote a project for a customer. It can be done from their office using our GIS. Vice-Chair Cotter said the GIS system is awesome and hoped the County Board was also pleased with the County GIS system.

d) Walworth County Address Application Online

IT reports that to apply online for an address can be paperless once the goal of the ability to make payment online is reached. Drayna said that Ben from the IT department makes trips to sites to make sure applications that are requesting an address for a building are in fact being built. The County does not issue an address for vacant land.

10. Future Projects

   a) Sheriff's Department

NG9-1-1 is a standard address database designed to get Energov talking in the same language for all 72 counties in the state. Errors were found in the Walworth County database but overall we are doing better than other counties. The errors were not inaccuracies as such rather than information not being compatible with the state program. Ben in the IT Department is working on cleaning us up. The Sheriff's Department asked if Ben in the IT Department puts in an address could the address automatically go into the Sheriff's Department Computer Aided Dispatch program. The Sheriff's Department uses the Phoenix CAD system at present. The Sheriff's Department said if the fire system from the municipalities could be brought into the Sheriff's Department CAD system, the Sheriff's Department could dispatch the correct department to the fire calls. The Sheriff's Department asked if the County GIS and the Sheriff's Department CAD could come together. Chair Orr said IT does want to work with the Sheriff's Department to bring the Phoenix and GIS systems together. County residents and deputies would benefit if the interface based now for fire departments and the Sheriff's Department CAD could merge.

   b) U S Census Data Review and Integration

The U S Census data review and integration is going well. The County is working on the re-districting project.

   c) Election results Data Layer Updates

IT reported they will be updating election results in January once oaths are taken.

   d) Project Suggestions

Todd Neumann from the Sheriff's Department and Vice-Chair Cotter and Shannon Haydin from Land Use & Resource Management had projects they would like to apply for. LURM would like to expand digital permit application. The ability to e-mail applications and plans, and have the ability to make payment online. The fee schedule has been simplified to enable the public to better determine the correct permit fees. The new adobe tools will benefit the Sheriff's Department, public works and LURM.

11. Fund Balances
   $661,505 thru September

The Register of Deeds and LURM offices reported revenue is up. Vice-Chair Cotter suggested drone generated data could help the zoning department decide where access points to properties should / should not be located. Vice-Chair Cotter also suggested drone footage of County parks would be useful. The Sheriff's Department offered to help take drone footage of the parks. County Board Chair Nancy Russell suggested the White River Trail would be a good spot for drone footage. Vice-Chair Cotter reported the LURM Department has gotten very proficient at editing drone footage. Chair Orr said he would consider all project requests.

12. Reports / announcements by Chairperson

Chair Orr announced he will retire from his position as Walworth County Director of IT effective February 1, 2021. Everyone wished John well and he will be missed.

13. Set / confirm next meeting date and time

May 11, 2021 at 10:00 a.m. at which time a new Chair for LIAC will be chosen.

14. Adjourn
On motion by Todd Neumann, seconded by Valerie Etzel, Chair Orr adjourned the November 10, 2020 LIAC meeting at 11:30 a.m.

Submitted by Wendy Boettcher, Administrative Clerk III. Meeting minutes are not considered final until approved by the committee at the next regularly scheduled meeting.

Vice Chair Michael Cotter called the meeting to order at 10:00 a.m.

Roll call was conducted and the following members were present, either in person or by remote attendance: Vice Chair Michael Cotter, Corporation Council/Director of LURM; County Board Chair Nancy Russell; Land Information Officer Dale Drayna; Register of Deeds Michele Jacobs; County Surveyor Rob Merry (arrived at 10:03 a.m.); Property Lister Sue Finster; County Engineer Joe Kroll; Captain Todd Neumann; and Director of IT Jackie Giller. County Treasurer Val Etzel and Elkhorn Utilities Director John Murphy were absent and the Chair position is vacant. A quorum was declared.

Others in Attendance
County staff: Conservation Technician Chris Rieck; and County Clerk Kimberly Bushey.

On motion by Captain Neumann, second by Land Information Officer Drayna, the agenda was approved with no withdrawals.

On motion by County Board Chair Russell, second by Captain Neumann, the November 10, 2020 Land Information Advisory Council meeting minutes were approved.

Public Comment – There was none.

Introduction of New Members replacing John Orr (Chair) and Carrie Virreuta
- IT Director Jackie Giller
- Register of Deeds Michele Jacobs

Nominations of Chair
Vice Chair Cotter asked for nominations for Chair. **Land Information Officer Drayna made a motion, seconded by Register of Deeds Jacobs, to nominate Director of IT Jackie Giller.** Vice Chair Cotter asked for any other nominations. **There being none, Captain Neumann made a motion, seconded by County Board Chair Russell, to close nominations and elect Jackie Giller as Chair. Motion carried 10-0.**

Strategic Initiative Grant
- 2021 Grant Application
  - Grant Amount
  - State Parcel Data
Land Information Officer Dale Drayna explained this is a yearly grant in which all 72 counties are required to submit data in order to participate in the Wisconsin Land Information Program (WLIP.) The data submitted included: parcel data from the Geographic Information System (GIS); tax and ownership information; and school district information. The application was due March 31, 2021. Drayna expects to have approval of the parcel data set within the next month. The grant amount will be $50,000 along with another $1,000 for training.

- Grant Projects
  - 2021 Projects
Drayna shared that five projects have been identified; with $10,000 designated to complete each:

- Department of Public Works (DPW) adding to Assetworks
- Drone mapping of County parks
- Integrating GIS information into Prophoenix
- Improving the driveway layer
- State parcel data creation-Update 2021 parcel data set
Cotter pointed out that these grant funds will increase the fund balance. Drayna confirmed that the $51,000 was not included in the stated fund balances on the agenda.

– Park Drone Video Demo

Drayna presented the Park Drone Video including the following locations:

- Natureland Park
- Price Park
- White River Park
- White River Trail
- Lake Comus Inlet

Cotter mentioned that allocating fund dollars to maintain storage of drone video footage should be addressed. Drayna affirmed that storage space for videos will be added to the 2022 funds designation. Discussion then focused on where the drone footage will be kept and how accessible it will be to county employees and the public. Drayna shared that the plan is to take the drone footage and add it to the parks Storybook application; which requires storage space on the web server. Drayna is working with Director of IT Jackie Giller to accomplish this plan. Giller stated sharing the footage with county staff could be quickly accomplished, but sharing with the public, other than through the Storybook application, will require more planning. Drayna noted that dollars for 2022 can also be allocated to find other means of sharing the footage with the public.

Conservation Technician Chris Rieck shared that the drone is photogrammetry capable, but that his computer lacks the software to run the application. Neumann mentioned that the Sheriff's Office utilizes photogrammetry to recreate 3-dimentional images of crash scenes; and the crash team works with an engineering firm that may be able to troubleshoot the issue Rieck is experiencing. Neumann suggested allocating funds toward educating staff on the software and how it operates. Neumann also offered to present crash scene recreation footage in November if the council is interested.

- 2021 Walworth County Land Modernization Plan Update

Drayna stated as part of the WLIP, Walworth County must submit a County Land Modernization Plan every three years. This plan identifies projects to be initiated in the next three years and the estimated cost. A draft plan is due to the state by September 30, 2021. The final version of the plan will need approval by the Land Information Advisory Council (LIAC) by the end of the year. Drayna is currently looking for projects to include in the plan and is seeking input from each department included in LIAC.

Current Projects

- Assetworks GIS Integration

Drayna stated that there is an ongoing project of installing modules into Assetworks (DPW asset software.) There have been issues with integrating the GIS information into Assetworks; requiring an upgrade in software. The upgrade will take place on May 19. Once completed the system will be full encompassing between GIS and Assetworks.

- Energov Module

Cotter stated Energov is the program that interfaces with Land Use and Resource Management (LURM) and it is viewable by the public. The latest module of Energov will incorporate online submittal for permitting. Staff will be able to review plans and issue permits, eliminating the need for paper; although payment is required by check at this time. Cotter shared that the next module will allow for online payment as well. Drayna reminded that funds were allocated in 2021 to accomplish both modules. Cotter stated he would confirm that both are planned to be accomplished in 2021.

- Register of Deeds
    – Trimin-Landshark Update

Register of Deeds Michele Jacobs stated there are five elements to the Trimin program:

Land Scan-this will remove the physical step of indexing properties and allow two staff members to work on verification of the property, in turn making the information available to the public more quickly. Jacobs shared this update is very well timed given the staff member in charge of the current indexing process is set to retire. Trimin will write specific rules for Walworth County to help the program pick out the pieces needed for indexing; and having this in place prior to the retirement will allow for staff to communicate any issues with program.

Land Notifications-This is a free program that allows consumers to register with an email address; resulting in the program notifying home owners if a document is reported against their name or property.

Imagemover-Automatically reports daily to those consumers that subscribe to the service. This being a Trimin product will be easier for the office and save time.

Integration for tax and GIS-Converting to the Trimin version of this service will make for a more fluid process for consumers to navigate between GIS and Landshark.

Index Scanning-Jacobs stated that as of now deeds are scanned dating back to 1935. The indexing still needs to be converted, along with scanning deeds prior to 1935. This information is needed in order for Trimin to provide the index search service to consumers. Making this information available online to the public will eliminate the need for individuals to come into the office to do research; and will be more convenient for consumers. Discussion then focused on whether SEWRPC could provide the online indexing piece, at no cost. Drayna noted there will be a significant cost to these upgrades, but that is it long overdue and necessary.

- NG911 Data Review

Neumann stated that Next Generation 911 (NG911) is an upgrade to the current 911system. At this time the Walworth County Sheriff's Office takes all wireless 911 calls in the county, as a result of cell towers only providing a nearest estimated location, not an exact location, in which a call is being placed. NG911 uses GIS mapping to get a location on the call and then direct it to the closest and correct police department. Drayna stated the county address points and center lines are nowhere near what the NG911 system will require. Neumann proposed spending Land Information dollars to contract with a private company to upgrade GIS to what NG911 will require. Drayna stated he believes the state may offer a funding source to implement NG911; much like they are doing for the state parcel data. Neumann stated he will reach out to the state about possible funding and get back to Drayna with updates.

- Prophoenix Integration

Neumann stated this operation will take information from GIS and integrate it with Prophoenix. Prophoenix will then be able to use the Fire Records Management Program to draw a geographic polygon around any given area within each fire district. The program will then designate to dispatch what equipment is needed for a fire in a certain district, and what other local fire departments should also be deployed. Drayna expressed concerns over issues loading the information into the system. Neumann requested a screen share with Prophoenix to remedy the issue.

- Walworth County Address Application Online Payment

Drayna briefed that the public can log in and apply for an address online, but still have to send a check for $75. Drayna is hopeful the implementation of the online payment option will be completed in 2021.

- Farmland Preservation Plan Update

Drayna stated he is meeting with Faye Amerson in LURM this week to update the Farmland Preservation Plan layer.

- 2020 Census Re-Districting Project

Drayna stated the re-districting is on hold due to a delay in census count from the federal government. County Surveyor Rob Merry added that census data was supposed to be submitted April 1, but has been delayed until September 30. Discussion ensued relative to what the Wisconsin Counties Association is proposing and how this delay will affect Congressional districts.

Future Projects

- OneView Upgrade

Drayna shared that OneView is the main public facing GIS system. The system is needing an upgrade, but he doesn't expect to lose any current functionality when completed.

- 2022 Orthophotography update

Drayna shared that the seven counties that fall under SEWRPC would split the cost of creating updated 2022 photos. Drayna stated updating the orthophotography would likely happen again in 2025 and then have a standing five year cycle for updating. Discussion then focused on oblique photography.

    - Guardian Map Update

Neumann stated the Sheriff's Office recently had a map update linked with a data reporting upgrade.

- Project Suggestions

Drayna stated if any council members have any future project suggestions and/or ideas to reach out to him through email to discuss.

Fund Balances - $640,421.91
Drayna shared the balance is as of March 31, 2021.

Reports/announcements by Chairperson – There were none.

Confirmation of next meeting date and time: The next meeting was confirmed for November 9, 2021 at 10:00 a.m.

Adjournment

On motion and second by Vice Chair Cotter and Land Information Officer Drayna, Chair Giller adjourned the meeting at 11:42 a.m.

Submitted by Jennifer Stinnett, Administrative Assistant. Meeting minutes were approved by the Land Information Advisory Council at the November 9, 2021 meeting.