

BUFFALO COUNTY MINUTES

Committee of the Board:

Land Use Committee

Date of the Meeting:

February 5, 2021

Chair Mr. Max Weiss called the meeting to order at 9:06 a.m. in the Second Floor Conference meeting room, Buffalo County Courthouse, Alma, Wisconsin.

Land Use Committee Members Present: Mr. Max Weiss, Mr. Dwight Ruff, Ms. Mary Anne McMillan Urell and Mr. Steve Nelson appeared in person. Mr. David Danzinger appeared via Teams.

Others Present for All or Parts of the Meeting in Person and Via Teams: Ms. Sonya Hansen, Chief Deputy Lee Engfer, Mr. Ron Jasperson, Ms. Tina Anibas, Mr. John Ebert and Ms. Carol Burmeister appeared in person. Ms. Margo Traun appeared via teams.

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

Review/Discussion/Action Regarding Minutes of the Previous Meeting: A motion was made by Ms. Mary Anne McMillan Urell seconded by Mr. Dwight Ruff to approve the minutes of the December 11, 2020 with the correction to page 3 in the Surveyor's Report to correct Davy Engineering to Frank Davy Engineering. Roll Call vote: Mr. Weiss – yes, Mr. Danzinger – yes, Mr. Ruff – yes, Mr. Nelson – yes and Ms. McMillan Urell – yes. Motion Carried.

The Committee did not enter closed session and remained in open session.

Review/Discussion/Action: Land Information Coordinator/Land Information Officer (LIO) Position Description & Review/Discussion/Action ~ GIS/Land Information Technician Position Description:

A motion was made by Ms. Mary Anne McMillan Urell seconded by Mr. Dwight Ruff to table these items to allow the committee time to meet with county partners to complete a needs assessment and allow the committee time to look at potential restructure options. Roll Call vote: Mr. Danzinger – yes, Mr. Ruff – yes, Ms. McMillan Urell – yes, Mr. Nelson – yes and Mr. Weiss – yes. Motion Carried.

Review/Discussion/Action: Land Information Officer/GIS Transition Plan and Position:

Ms. Sonya Hansen reviewed the contacts she had made with the State, Pepin County, Mr. John Ebert, Itechra, Ms. Greta Poser, ESRI and had met with the County Register of Deeds, County Treasurer, E-9-1-1 Coordinator, Sheriff, Chief Deputy Sheriff and Zoning Administrator to address immediate needs. The State confirmed that the County has

nothing due until March 31, 2021 and that the 2021 Grant has been submitted but that an Interim Land Information Officer needed to be appointed to sign required documents.

A motion was made by Mr. Dwight Ruff seconded by Ms. McMillan Urell to authorize Mr. John Ebert and Ms. Greta Poser access to Buffalo County land records to assist with location and identification of the programs, data sources, project status and records. When completed they would provide an overview to the committee with their findings and to work with Ms. Sonya Hansen for any additional needs. Chair Mr. Max Weiss will contact Ms. Greta Poser to request her assistance. Roll Call vote: Mr. Nelson – yes, Mr. Ruff – yes, Mr. Danzinger – yes, Ms. McMillan Urell – yes and Mr. Weiss – yes. Motion Carried.

A motion was made by Ms. McMillan Urell seconded by Mr. Dwight Ruff to authorize Ms. Sonya Hansen to sign any required contracts or reports due to the State or others for the Land Information Department until the position is filled. Roll Call vote: Mr. Weiss – yes, Mr. Danzinger – yes, Mr. Ruff – yes, Mr. Nelson – yes and Ms. McMillan Urell – yes. Motion Carried.

A motion was made by Mr. Dwight Ruff seconded Ms. Mary Anne McMillan Urell to grant permission for Ms. Sonya Hansen to work with Pepin County and enter into any agreement needed for GIS staff to assist Buffalo County until the position can be filled. Roll Call vote: Mr. Danzinger – yes, Mr. Ruff – yes, Ms. McMillan Urell – yes, Mr. Nelson – yes and Mr. Weiss – yes. Motion Carried.

Ms. Sonya Hansen inquired as to whether the Committee would have any objection to authorizing staff to attend the WLIA Virtual Conference scheduled for February 15th through February 19th to be paid from the WLIA Training Grant at the cost of \$125.00. Ms. Carol Burmeister stated that there were several workshops related to the Register of Deeds Office that would be beneficial to their office. The Committee supported this action.

Ms. Carol Burmeister informed the Committee that previously the Land Information Officer joined the WLIA as a single member and would recommend joining as a County membership so that other county partners could benefit from the trainings and information that this organization provides. The Committee supported this action.

Review/Discussion ~ Surveyor's Report: Mr. Jasperson reported that as of February 5, 2021 they have 108 corners controlled in the Town of Belvidere. He indicated the Town had sent letters to the landowners informing them of the re-monumentation project, so they had notification and were expecting them.

Public Comments Not Relate to Agenda Items: There were no public comments. Committee member Mr. Dwight Ruff inquired as to his role on the Land Information Council. Ms. Sonya Hansen will provide Mr. Ruff with additional information and that the committee will need to meet to complete the Land Modernization Plan and recommend projects.

Next Meeting: The next meeting of the Land Use Committee is scheduled for March 5, 2021 at 9:00 a.m.

Adjourned: Ms. McMillan Urell made a motion to adjourn. Meeting adjourned at 10:28 a.m.

Respectfully submitted,

Sonya J. Hansen
Recording Secretary