



**MANITOWOC COUNTY  
LAND INFORMATION COUNCIL  
MEETING NOTICE**

**DATE:** September 5, 2018

**TIME:** 9:30 a.m.

**PLACE:** Manitowoc County Communications and Technology Building  
Conference Room 111/112  
1024 South 9<sup>th</sup> Street, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the council may convene in closed session. The following matters may be considered and acted upon at the meeting:

1. Regular business (call to order, roll call, approve minutes and agenda, correspondence)
2. Public comment
3. Welcome and introductions
4. Land Records Modernization background information
5. Land Information Council duties and activities
6. Discuss draft Manitowoc County Land Information Plan, 2019 – 2021
7. Set next meeting
8. Adjourn

Date: August 29, 2018

Kristi Tuesburg  
Register of Deeds and Land Information Officer

By: Cathy DeLain, GIS Coordinator and Alternate LIO

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

Persons who are members of another governmental body, but who are not members of this commission, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.



**MANITOWOC COUNTY**  
**LAND INFORMATION COUNCIL**  
**MEETING MINUTES OF SEPTEMBER 5, 2018**

The meeting was called to order by Chair Kristi Tuesburg at 9:30 a.m. in the Manitowoc County Communication and Technology Building, 1024 South 9<sup>th</sup> Street, Manitowoc.

Members present: Kristi Tuesburg, Nancy Saueressig, Matt Randerson, Travis Waack, Jill Pope, Tony Lulloff, and Cathy DeLain. Supervisor Catherine Wagner was absent.

Cathy DeLain made a motion to approve the agenda; it was seconded and passed.

No members of the public wished to speak.

Kristi Tuesburg welcomed the new members of the Land Information Council. All present introduced themselves.

Kristi Tuesburg and Cathy DeLain supplied background information on the county's land records modernization efforts and funding.

The Land Information Council duties were explained. Normally the council meets twice a year. In December they approve the county's WLIP grant application and in June they approve the WLIP financial report. This year they will also need to approve the county's updated Land Information Plan for 2019-2021.

A draft copy of the Manitowoc County Land Information Plan was distributed via email. Page by page discussion was postponed to the Land Records Working Group meeting scheduled for immediately after this meeting.

The next Land Information Council meeting was scheduled for Wednesday, September 26 at 8:30 a.m.

A motion to adjourn was made by Travis Waack at 9:52 a.m.; it was seconded and passed.

Respectfully submitted,  
Cathy DeLain  
Manitowoc County GIS Coordinator



**MANITOWOC COUNTY  
LAND INFORMATION COUNCIL  
MEETING NOTICE**

**DATE:** September 26, 2018

**TIME:** 8:30 a.m.

**PLACE:** Manitowoc County Communications and Technology Building  
Conference Room 016  
1024 South 9<sup>th</sup> Street, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the council may convene in closed session. The following matters may be considered and acted upon at the meeting:

1. Regular business (call to order, roll call, approve minutes and agenda, correspondence)
2. Public comment
3. Discuss and approve draft Manitowoc County Land Information Plan, 2019 – 2021
4. Set next meeting
5. Adjourn

Date: September 7, 2018

Kristi Tuesburg  
Register of Deeds and Land Information Officer

By: Cathy DeLain, GIS Coordinator and Alternate LIO

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

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**MANITOWOC COUNTY**  
**LAND INFORMATION COUNCIL**  
**MEETING MINUTES OF SEPTEMBER 26, 2018**

The meeting was called to order by Chair Kristi Tuesburg at 8:34 a.m. in the Manitowoc County Communication and Technology Building, 1024 South 9<sup>th</sup> Street, Manitowoc.

Members present: Kristi Tuesburg, Matt Randerson, Jill Pope, Tony Lulloff, and Cathy DeLain. Supervisor Catherine Wagner, Nancy Saueressig, and Travis Waack were excused.

Matt Randerson made a motion to approve the agenda; it was seconded and passed.

Matt Randerson made a motion to approve the minutes from the September 5, 2018 meeting; it was seconded and passed.

No members of the public wished to speak.

Correspondence: We received an email on September 17 from Michael Friis, WLIP Manager at the DOA, announcing the 2019 WLIP grant. Manitowoc County is eligible for a \$50,000 Strategic Initiative grant and a \$1000 Training & Education grant. Applications are due by December 31. We have met all the state's strategic initiative "benchmarks," so we will be able to spend the grant money on anything in our Land Information Plan.

We received an email on September 18 from Peter Herreid, WLIP Grant Administrator at the DOA, with a reminder that our draft 2019-2021 Land Information Plan is due on October 1. The DOA will review the plan for completeness and two counties will conduct a peer review. Our final plan is due on December 31.

The draft Manitowoc County Land Information Plan 2019-2021 was discussed. Matt Randerson made a motion to approve the draft plan; it was seconded and passed.

The next Land Information Council meeting was scheduled for Wednesday, December 19 at 8:30 a.m.

A motion to adjourn was made by Matt Randerson at 8:48 a.m.; it was seconded and passed.

Respectfully submitted,  
Cathy DeLain  
Manitowoc County GIS Coordinator



**MANITOWOC COUNTY  
LAND INFORMATION COUNCIL  
MEETING NOTICE**

**DATE:** December 19, 2018

**TIME:** 8:30 a.m.

**PLACE:** Manitowoc County Communications and Technology Building  
Conference Room 111/112  
1024 South 9<sup>th</sup> Street, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the council may convene in closed session. The following matters may be considered and acted upon at the meeting:

1. Regular business (call to order, roll call, approve minutes and agenda, correspondence)
2. Public comment
3. Discuss and approve Manitowoc County Land Information Plan, 2019 – 2021
4. Discuss and approve the 2019 Wisconsin Land Information Program grant application.
5. Set next meeting
6. Adjourn

Date: December 11, 2018

Kristi Tuesburg  
Register of Deeds and Land Information Officer

By: Cathy DeLain, GIS Coordinator and Alternate LIO

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

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**MANITOWOC COUNTY**  
**LAND INFORMATION COUNCIL**  
**MEETING MINUTES OF DECEMBER 19, 2018**

The meeting was called to order by Chair Kristi Tuesburg at 8:30 a.m. in the Manitowoc County Communication and Technology Building, 1024 South 9<sup>th</sup> Street, Manitowoc.

Members present: Kristi Tuesburg, Matt Randerson, Jill Pope, Tony Lulloff, Nancy Saueressig, and Cathy DeLain. Travis Waack was excused and Supervisor Catherine Wagner was absent.

Jill Pope made a motion to approve the agenda; it was seconded and passed.

Matt Randerson made a motion to approve the minutes from the September 26, 2018 meeting; it was seconded and passed.

No members of the public wished to speak.

No correspondence was received.

Changes made to the draft Manitowoc County Land Information Plan 2019-2021 were discussed. Matt Randerson made a motion to approve the plan with the changes; it was seconded and passed. Cathy DeLain will write a resolution for Kristi Tuesburg to send to the Finance Committee and the County Board.

The county's 2019 Wisconsin Land Information Program grant application was discussed. Projects outlined in the Land Information Plan approved for funding out of the 2019 Strategic Initiative Grant are:

Project #1: Create Assessment/Tax Roll Report in XML Format

Project #5: New GIS Websites

Project #8: Scan Books in Register of Deeds Office (approximately 94 books)

Jill Pope made a motion to approve the grant application; it was seconded and passed.

The next Land Information Council meeting will be held in June, 2019.

A motion to adjourn was made by Nancy Saueressig at 9:01 a.m.; it was seconded and passed.

Respectfully submitted,  
Cathy DeLain  
Manitowoc County GIS Coordinator