

TUESDAY, FEBRUARY 9, 2010

**APPROVED MINUTES OF THE
COMMITTEE OF THE WHOLE MEETING HELD**

**STATE OF MINNESOTA)
DODGE COUNTY)**

**COUNTY ADMINISTRATION OFFICE
MANTORVILLE, MN**

2010-03 C.O.W.

The Dodge County Commissioners met in Committee of the Whole February 9, 2010, in the Commissioner's Room at the Dodge County Courthouse Annex, Mantorville, MN, at 9:00 a.m. CST. Lyle Tjosaas opened the meeting at 9:00 a.m. CST.

Meeting Convened

The Chair acknowledged those present:

Those Present

Members present:	Klaus Alberts	District #1
	Lyle Tjosaas	District #2
	David Erickson	District #3
	David Hanson	District #5
Members absent:	Don Gray	District #4
Also present:	Jim Elmquist	County Administrator
	Becky Lubahn	Deputy County Clerk
	Sue Alberts	County Recorder
	Wendell Engelstad	County Assessor
	Roger Brand	County Surveyor

County Recorder Sue Alberts met with the Board to discuss coordinate geometry (COGO) parcel mapping.

COGO of Parcels
Discussion

Ms. Alberts informed the Board that through the process of overlaying the parcel layers on the Pictometry photos for public on-line access with Beacon, the errors with the cadastral data have become more obvious.

The County Recorder noted that some of the missing or erroneous coordinate or cadastral information displayed on Beacon queries has created misunderstandings and confusion for end users.

Discussion took place regarding the difference between the two programs.

County Assessor Wendell Engelstad informed the Board that pictometry and parcel layers are two different things.

Ms. Alberts stated that the Beacon program will display the correct parcel boundaries on the pictometry photos when the proposed project is done.

The County Recorder informed the Board that the Development Committee would like authorization to move forward with coordinate geometry parcel mapping and contact the following four companies for additional information: EFN, Inc., The Schneider Corporation, Pro-West & Associates and Sidwell.

Ms. Alberts reported that the Development Committee was very interested in obtaining additional information from The Schneider Corporation since their business currently provides the Beacon System for Dodge County.

COGO of Parcels
Discussion -
Continued

The County Recorder stated that in addition to working with a company on coordinate geometry parcel mapping, she would like to contract with local surveying companies to locate the remainder of the Public Land Survey System (PLSS) corners. Ms. Alberts noted that 280 PLSS corners still need to be located and 420 need coordinates established within Dodge County. Locating these markers will significantly improve the accuracy of the coordinate geometry parcel mapping. The additional cost associated with locating the PLSS corners is estimated to be between \$100,000 - \$120,000. The County Recorder suggested working with Massey Surveying and Fangman Surveying since they are familiar with the area.

The County Assessor reported that it is important to get these parcel maps correct and stressed the importance of locating and certifying as many coordinates as possible. Mr. Engelstad noted that while the coordinate geometry parcel mapping will correct a number of errors the system will never be 100% correct. It was pointed out that the County Assessor, County Recorder and GIS Specialist find errors in the system daily and correct them along with errors that are brought to their attention by the public.

Ms. Alberts informed the Board that 50% of the boundary information in the system today is wrong. The original GIS parcel layer was created by students of St. Mary's University in Winona.

The County Recorder recommended that if the Board approves locating the 700 PLSS corners that still need to be located, that certified surveyors will be used and that County Surveyor Roger Brand would be responsible for overseeing the monumentation location process.

Commissioner Hanson wanted to know if correcting the parcel boundary information would save any money and if it would mean that surveys would no longer be needed in Dodge County.

Mr. Engelstad commented that while updating the parcel information may not save the county money directly it will improve accuracy, save employee time and help them do their jobs better since they would have accurate descriptions to work with.

Commissioner Erickson noted that this would be an expensive project and wanted to know where the Recorder, Assessor and GIS Specialist would come up with the money to complete this project.

Discussion took place on whether or not the monuments would have to be located in order to do the coordinate geometry parcel mapping. The County Recorder clarified that the monuments do not have to be located in order to do the coordinate geometry parcel mapping, but accuracy would suffer if they were not.

Ms. Alberts reported that she has money in two funds which are separate from the regular budget to cover the expense of updating the parcel mapping.

Discussion took place on spending money to update parcel mapping when employees were asked to take furloughs or forgo salary increases for 2010.

The County Recorder informed the Board that the money she has in the two funds for these types of projects cannot be used for payroll. The money needs to be used to promote the accuracy of real estate records. Any unused money in these accounts is rolled over from year to year.

Ms. Alberts stated that other counties have used the four companies being recommended for parcel mapping and that she is comfortable moving forward with further discussions with these companies.

COGO of Parcels
Discussion -
Continued

The County Recorder reiterated that she preferred to use local surveyors in locating the PLSS corners since they are familiar with the county.

Ms. Alberts informed the Board that she intends to come back to them with a recommendation after the Development Committee has had a chance to meet with the four companies and determine which one can offer the county the best price.

It was the consensus of the Board that they supported the coordinate geometry parcel mapping request and moving forward with working with Surveyors to locate the remaining 700 PLSS corners.

The Chair adjourned the meeting at 9:29 a.m. CST.

Meeting Adjourned

ATTEST:

LYLE TJOSAAS
CHAIR, COUNTY BOARD

BECKY LUBAHN
DEPUTY CLERK

DATED: