

SAUK COUNTY  
LAND RECORDS MODERNIZATION PLAN  
1997-2002

Sauk County West Square Building  
Mapping Department  
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Baraboo, Wisconsin 53913  
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PREPARED BY  
THE SAUK COUNTY  
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EXECUTIVE SUMMARY

PURPOSE OF PLAN

The purpose of the following report is to redefine the Sauk County Land Records Modernization Plan for review and approval by the WLIB. The Sauk County Land Records Modernization Plan will address all elements as required by the WLIB County-Wide Plan. This document is intended to provide County Officials, participants, and all interested groups and individuals

with basic knowledge of land records modernization and its potential application to Sauk County.

The plan is also envisioned to indicate the role various individuals can play in the modernization of land records in Sauk County and encourage their commitment to involvement. Further, this plan will serve as a guide for future responsibilities and activities of the Sauk County Land Information Office.

In preparing this plan there was extensive communication with various departments who have an interest in the Land Records Modernization Plan update. Each department's input was requested for accuracy of update information. The intention is to provide a plan that includes all department's goals and objectives to better evaluate the County's long range plans for Land Records Modernization.

#### LAND RECORDS COMMITTEE/LAND INFORMATION OFFICE

The committee consists of representatives from the offices and/or departments of Administrative Coordinator, County Surveyor, Mapping, Planning & Zoning, Land Conservation, Treasurer/Real Property Lister and Register of Deeds. This committee is charged with directing and utilizing the Land Records Account. The funds are generated through retained fees obtained from the Register of Deeds office. The County has designated the County Cartographer to be the Sauk County Contact, as well as the Land Information Officer (LIO).

The LIO is given the responsibility of budgeting for the Land Records Account and through approval by the committee, also directing funds to pay for various land records related activities.

#### SAUK COUNTY CONTACT

Theodore Brenson, County Cartographer (LIO)  
Sauk County West Square Building  
505 Broadway Street  
Baraboo, Wisconsin 53913  
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The following employees are involved with county land records:

Karen Kasdorf, Register of Deeds, Ext. 3288

John Brey, County Surveyor, Ext. 3240

Theodore W. Brenson, County Cartographer, Ext. 3240

Kelly K. Felton, Cartographer/GIS Specialist, Ext. 3240

Tim Kabat, Planning & Zoning Administrator, Ext. 3430

Jan Filip, Treasurer/Real Property Lister, Ext. 3276

Ann Burton, Real Property Specialist, Ext. 3575

Joe Van Berkel, County Conservationist, Ext. 3375

## INTRODUCTION

### BACKGROUND

Sauk County was organized in 1830 and covers approximately 840 square miles. Sauk County is located in the south central portion of the state. The eastern and southern boundary of the County is the Wisconsin River and the County seat is Baraboo.

There are 39 municipal units within the boundaries of Sauk County. They include 22 towns, 13 villages, and 3 cities (Baraboo, Reedsburg, and Wisconsin Dells).

The Wisconsin State Legislature passed 1989 Wisconsin Act 31 as amended by Act 339 which is known as the Wisconsin Land Information Program (WLIP). The law established the Wisconsin Land Information Board (WLIB), a thirteen member governor

appointed body, to oversee the activities of the WLIP by coordinating land information system modernization across the state. The WLIP is also responsible for establishing criteria for county-wide land records modernization plans and reviewing county-wide plans for approval.

In 1990, Sauk County resolution 79-90 created a Land Information Office charged with all responsibilities for land record modernization as required by Wisconsin Statute.

#### GRANT-IN-AID

1989 Wisconsin Act 31 as amended by Act 331 also created a funding mechanism to assist and encourage local government participation and integration in land record modernization. In order to qualify for such assistance (through grant-in-aid), Sauk County developed a County-wide plan for land records modernization in 1992. The revenue for the grant-in-aid program is generated from mandated increased recording fees in the County Register of Deeds offices statewide.

Sauk County has a history of active involvement in the creation and maintenance of accurate Land Records. The County has committed large amounts of money to this effort over the past years. With the approval of the first plan, Sauk County continued to retain the recording fees through Register of Deeds to enhance, increase, and improve our Land Records. Sauk County retains approximately \$70,000 per year in recording fees, which is held in a Land Records Account and distribution is overseen by the Land Records Committee.

#### GOALS

The goal of the Sauk County Land Records Modernization Plan is to achieve improved operating efficiencies and cost reductions in processing land information through consolidating resources and to place Sauk County in the most advantageous position to utilize advances in the technological environment for land records modernization. This effort will lead to the development, implementation and maintenance of a comprehensive multi-user land information system.

The development of a modernized land information system will provide an accurate and comprehensive land information database useful to the citizens, businesses and agencies of Sauk County. The implementation of the modernized land information system has benefited Sauk County by reducing duplication of efforts in processing and recording land information, standardizing land information data, and providing greater operating efficiency in

Sauk County.

With the increase in demand for parcel and records information and the ongoing changes related to computerized data, it is anticipated that all departments will experience great challenges.

4 ArcView software packages have been purchased and installed (on existing work stations), 2 in the Mapping Department, 1 in Planning and Zoning, and 1 in Land Conservation. ArcView is the software which will access all land records information and allow individual offices to query and design GIS applications. Assistance, training and management of this portion of the County's GIS will be provided by Kelly K. Felton, Cartographer-GIS Specialist.

It is estimated that within the next 5 years other County offices will require ArcView related work stations:

- County Nurses
- Human Services
- Treasurer/Real Property Lister
- Sheriff's Department (Detective Division)
- Public Access Station
- Additional stations in Planning and Zoning and  
Land Conservation

It is also anticipated that there will be changes and improvements to the current land records practices in the upcoming year. All Land Records offices will be in a position where the existing mapping software will be in need of an upgrade from AutoCad R13 to AutoCad R14. In order to accomplish this upgrade, all related offices, Mapping, Planning and Zoning, and Land Conservation, will require NT for Windows or Windows 95 as all future software will not run on the existing windows environment.

The County is faced with issues of upgrades daily and the public wants better technology available for easier access to information. The County hopes to be connected to the Internet in the near future, but issues of security and employee usage are obstacles that must be addressed prior to online connection.

The County's accomplishments over the past 5 years with regard to Land Records Modernization have allowed Departments the ability to provide greater service to the community and increase their productivity. Sauk County has been willing to take on the challenges of changing computer technologies and wants to continue to grow and expand on emerging innovations.

#### OBJECTIVES

With regard to the overall goals of the Land Records Modernization Plan for Sauk County, this plan intends to accomplish the following objectives during the next five year planning and budgetary horizon:

Complete conversion and updating of Township maps to digital AutoCad format.

Integrate digital mapping information to a Geographical Information System (GIS) format.

Obtain Digital Orthophotography and acquire information on CD format for use with GIS.

Coordinate modernization efforts with departments utilizing GIS technology.

Obtain software upgrades and training to improve efficiency and maximize productivity.

Provide greater access to land records information for all public and private sector users.

Utilize Internet access to allow for greater dispersement of land records information and increase ability to receive information from outside sources.

#### SPECIFIC ACTION PLAN

Upgrade existing ArcView software to version 3.0, purchase three additional packages for use in the Mapping, Planning and Zoning and Land Conservation Departments.

Acquire initial training for ArcView applications and GIS development for Kelly Felton & Theodore Brenson (Mapping), and John Debauche (Planning & Zoning), as well as one additional person from the Land Conservation Department.

Purchase one additional package of ArcCad software for the Mapping Department.

Purchase one portable scanner to be used for plotting photographs, aerial photography, and any other hard copy materials that may be needed. This scanner will be available to all County Departments.

Work with the Land Conservation Department with regard to a possible cost share project which would involve the purchase of digital ortho-photography and digital soils at a possible savings to Sauk County of up to \$150,000.00.

Upgrade all Land Records users from the 3.1 Windows application to NT 4.0 for Windows. (One additional file server may be needed to accomplish this upgrade)

## PROGRESS REPORT ON ONGOING ACTIVITIES

### INITIAL PLAN ACCOMPLISHMENTS

With approval of the original Land Records Modernization Plan in 1992, Sauk County was able to apply for grant-in-aid amounting to a total award of \$80,000. The grant was used to obtain Global Positioning System (GPS) coordinates and create digital parcel maps of a four township area project consisting of the townships of Excelsior, Ironton, LaValle, and Reedsburg.

The Plan approval also allowed for communities within Sauk County to apply for grant-in-aid and acquire funds for mapping projects. Since 1992 four municipalities have received grant awards:

The City of Reedsburg received \$42,700 in 1992 to obtain GPS coordinates and create digital parcel maps in order to develop their GIS system. Vierbicher and Associates, a surveying and engineering firm in Reedsburg, maintains the digital maps for the City of Reedsburg.

The City of Baraboo received \$95,000 in 1996 to perform GPS and create digital parcel mapping.

The City of Wisconsin Dells received approximately \$90,000 in 1996 to perform GPS and create digital parcel mapping.

The Village of Prairie du Sac received \$32,134 in 1997 to perform GPS and create digital parcel mapping.

All of these project plans were initially approved and given assistance by Sauk County. These municipalities maintain their own parcel mapping and have agreed to provide the County Treasurer/Real Property Lister copies of their parcel maps.

### LAND RECORDS ACCOMPLISHMENTS

In addition to the grant-in-aid award given to Sauk County by the WLIB, other projects were made possible by the use of Land Records funds. These funds are retained fees obtained through the recording fees charged in the Register of Deeds office.

In 1993 Sauk County was able to perform an aerial photography project and obtain Rectified Photography for Sauk County. Copies of these photos are currently kept in the Mapping Department with each map being of four sections at a scale of 1" = 400'. The Department of Planning and Zoning also maintains a copy of these rectified photos on vellum material for their records.

Planning and Zoning also had all of their Mead & Hunt base maps scanned and converted to AutoCad format, then obtained ESP Cad Overlay to digitize needed roads, waterways and other entities to create their inventory of township maps for planning and zoning

purposes.

Currently there are 7 CAD workstations in the County for land records projects. The Mapping Department maintains two work stations, both of which utilize AutoCad R13, Cogo, Core, Civil Survey and ArcView software. Since the initial plan was done the Treasurer's office has devised a 12-digit parcel identification number allowing for easier implementation into a GIS framework with regard to parcel information retrieval and maintenance.

The Planning and Zoning Department has one AutoCad station with AutoCad R13, Cogo, Core, and the ESP Cad Overlay software. The Land Conservation Department has four Cad stations utilizing AutoCad, Cogo, Core, Civil Survey, DTM, Earthworks, and Photoshop software. They also have been able to obtain regular copies of aerial slides covering various years for indexing of information and other land conservation activities. (This is a continual budgetary item, which the Land Records fund provides to the Land Conservation Dept.)

There have also been purchases of two plotters and one bubblejet printer. One of the plotters is for black and white plots, and kept in the Mapping Dept. The other is for color plots and is kept in the Land Conservation Dept. The color bubblejet printer is utilized in the Planning and Zoning Department for use

with their Land Use Planning Project. These machines are maintained through Land Records funds.

Other purchases involved one lap-top computer which will be shared between the Mapping and Planning and Zoning Departments, and the replacement of a computer for the Cartographer/GIS Specialist in the Mapping Department. The computer purchased was a 586 pentium processor, 200meg, with a 4 gig hard drive. The computer replaced was transferred to the Planning & Zoning Department for the development of GIS data within the ArcView environment.

#### ONGOING PROJECTS

The parcel maps for the Towns of Reedsburg, LaValle, Ironton, and Excelsior, for which GPS was acquired with the initial grant award in 1993, are anticipated to be converted to a working GIS Data Base which will also include the Towns of Delton and Woodland when the parcel mapping is complete.

The parcel mapping for the Town of Woodland was initiated in November 1996 and included GPS survey control similar to that involved with the initial 4-township grant project area.

There will be ongoing work in conjunction with the Village of Lake Delton, whereas the Village will provide Sauk County with GPS coordinate values on specified PLSS corners and Sauk County will develop the parcel maps and initial topology. This project is not expected to be completed until some time in 1998.

The Town of Delton parcel maps were finalized into AutoCad format in November of 1997. Once GPS information is obtained the information will be incorporated into the existing AutoCad map and adjusted accordingly.

#### COUNTY DEPARTMENTS

The following section describes land records activities of Sauk County government offices by department, current land records use and maintenance, as well as planned and potential modernization efforts. Modernization was interpreted to mean automation of land information systems or activities required as a prerequisite to automation.

#### CLERK OF COURTS

The Clerk of Courts processes money judgments, tax warrants, and various types of liens which may affect real estate.

Money judgments, tax warrants, and liens are recorded in the

Civil Division and are indexed by the name of the defendant. These indexes are currently computerized, with the exception of tax warrants. The docketing is computerized, with the exception of tax warrants, and a parcel legal description is given.

Land Records Modernization will allow the department to utilize parcel information and attach their records to the developed data bases.

#### EMERGENCY MANAGEMENT

There are two main areas within this department. The first part is the general Emergency Management (EM) that deals with an "all hazards" approach to planning for emergency disaster situations, and the second which is the SARA program that deals specifically with hazardous material emergency situations. Both the EM and SARA programs are county wide and have locational information as part of the planning and program development. Under the SARA program there are approximately 30 facilities for which specific site emergency response plans are developed. The number of facilities under this program fluctuates due to changes in the industrial base of the county. EM planning addresses the planning process for all cities, villages and townships within Sauk County.

As the plans for both the EM and SARA programs are developed there is one major deficiency in the ability to create and maintain versatile and accurate land records. Many of the areas with developed plans have situations changing on a regular basis, and in many of these cases, roughly drawn maps have been utilized in the planning process. There is a need for an automated geographic information system that can be utilized to provide quick, accurate and easy development and maintenance of information.

## HEALTH DEPARTMENT

The Sauk County Department of Health, as the official health agency for Sauk County, has a legal mandate to protect and promote health, and prevent disease and injury of the citizens of the county by providing quality education, information and health programs.

Land records modernization will allow numerous organizations and other interested persons to receive data from the department regarding their records. It will also enable the department to utilize data base information and mapping technology to develop reports and view statistical information more efficiently.

To accomplish this mission, the Sauk County Health department has three core governmental public health functions:

ASSESS COMMUNITY HEALTH STATUS- Assess that there are adequate resources for identified health problems

DEVELOP HEALTH POLICY- Recommend needed programs

ASSURANCE- That necessary, high quality, effective services are available.

The Health Department has four major program areas. They are:

1. Home Care - Provides services to residents of the county who are homebound and in need of skilled nursing services, home health aide services, physical therapy services, speech therapy services, occupational therapy services and social worker services.
2. Public health nursing - Provides immunizations, communicable disease follow up, prenatal care coordination, SIDS counseling, paternity testing, Birth - 3 health assessments, HIV counseling, STD follow up.
3. Women, Infant & Children (WIC) - A nutritional program that provides nutritional counseling, lactation consulting, food stamps, immunizations, lead screening and Health checks.
4. Environmental Health - Provides home lead assessments, nuisance investigations, water and air sampling, radon assessments, asbestos inspections and rabies follow up.

## HIGHWAY DEPARTMENT

The Highway Department is responsible for maintaining and constructing all county trunk highways. Maintenance on State Highway systems in the County is funded by the State. Since the

Department is a service organization, maintenance services such as road or bridge planning and construction assistance are provided to various townships, villages and cities upon request.

The preparation of highway construction and improvement plans, right of way, property ownership maps and aerial photography is furnished under contract with private engineering firms, as the Highway Department does not prepare or maintain any of the information listed above.

The Sauk County Highway Department believes that any modernization of land information will be of help to ensure the continuation of a quality highway system within the County.

#### HUMAN SERVICES

The Human Services Department provides social services and mental health programs throughout Sauk County. The department is organized into five units, and each unit provides a major service. Along with these units, there is one additional unit for finances and other support services.

The Income Maintenance Unit determines eligibility for cash, grant or income supplement programs, including AFDC, food stamps and medical and energy assistance for low-income families and individuals.

The Outpatient Unit provides mental health services, including alcohol and drug abuse counseling, through facilities located in Baraboo and Reedsburg.

The Children's Service Unit provides assistance to children and their families addressing problems such as: child abuse, truancy, juvenile delinquency and unmarried parenting. Included within this unit is the Sauk County adolescent needs program (SCAN) for emotionally disturbed youth.

The Adult and Family Services Unit includes the community options program (COP), which is designed to provide alternative community based elder care options such as adult day care, visiting nurse programs and mobile meals. Licensing and elder abuse referrals are also included within this unit.

The Community Treatment Unit provides programs for persons with developmental disabilities or chronic mental illness. The department operates two group homes and a vocational sheltered workshop. Other services of this unit include adult family care, medical and non-medical day services, respite care and a community support program.

Each of the five major units of this department presently utilize some type of land records information, and believes that land records modernization would be a great asset to the department

and public health facilities in the county.

#### LAND CONSERVATION DEPARTMENT

The Land Conservation Department is responsible for county efforts to address the problems of soil erosion and water pollution. The Department is active in various programs to attempt to achieve these goals. Among these are the Farmland Preservation Program and two Priority Watershed Projects.

The Department also works in close cooperation with the Natural Resource Conservation Service in administering several

Federal programs directed at the same goals. The Department and Natural Resource Conservation Service share cooperator files on the participants in these programs. These cooperator files record the various land uses on the farm, and additional information on the cropped fields such as acreage, slope, rotation, and tillage method.

The administration of these programs is the duty that relates most to the area of Land Information Systems. The requirements for participation and maintenance are for the most part tied to the land, carrying through ownership changes. Program participation requires that the landowner maintains these crop fields according to the plan and obligates the Department staff to perform spot checks to assure this compliance. This fact would make the use of such a system a great benefit to administration. Considerable time is now spent tracking this data over several years and through possible ownership changes.

The acquisition of the digitized soil survey and digital orthos will assist the Department when working with suitability studies, land use interpretations, erosion potential determinations, and other land and soil evaluations. With this photography as a basis it is anticipated that the Department will move toward conservation plans that are generated from computers with the soils database as a foundation. This will increase the efficiency of planners in the development, maintenance and monitoring of these plans.

The Department also expects to continue to use and improve the design capabilities using the computer assisted drafting and design system. Upon development of an effective land information system this design information could be used to model and predict various pollution loadings, flooding events, etc.

Other efforts of the Department would rely to a much lesser degree on the initiation of a modern Land Information System but could also eventually benefit from its installation.

#### MAPPING DEPARTMENT

The Sauk County Mapping Department has in itself been a

separate Department since 1980. The position of Sauk County Cartographer was created by the County Board in 1993, and the designation of the Sauk County Land Information Contact Person was transferred from the Administrative Coordinator to the County Cartographer.

The Mapping Department has become one of the major links with regard to the development of Sauk County's Land Information Program, Geographical Information System (GIS). The department is the center for all Land Records activities and houses the office of

County Cartographer/Land Information Officer (LIO). Therefore any activities being done at the county level regarding land records modernization are routed through the Mapping Department and the County Cartographer.

As our Land Records are being developed and converted into a GIS format, other County Departments will attach database information. This information will have to be updated daily and will be controlled by qualified County Departments and employees.

Currently there are four townships which have been drawn in digital AutoCad formats and attached to GPS information set to State Plane Coordinates, and soon to be converted to County Coordinates. Two other townships are in the final process of being drawn into AutoCad format. There are also 11 villages which have been put into digital AutoCad formats. With ongoing GPS projects in various areas of the County, the Department hopes to have more of their maps set to GPS and the County Coordinate System.

The Mapping Department's responsibilities in the next few years will increase with the demand for more accurate digital maps and the development of a GIS format accessible to all departments, and possibly public access as well via the internet. The Mapping Dept. also anticipates hiring one additional person to their office staff within the next few years to assist in the updating of current parcel maps to an AutoCad format, as well as provide assistance with other projects related to their GIS implementation.

The additional file server which may be needed to accomplish the NT-Windows upgrade will be housed and maintained by the Mapping Dept. The Mapping Dept. currently works frequently with the County MIS Dept. and this file server would enable MIS to not have to assist the department as much, and training to maintain this file server would be given to the Mapping Dept. by MIS. This would be of great benefit for all involved with land records.

The Department will also assist the City of Baraboo, City of Wisconsin Dells and Village of Prairie du Sac with their grant projects throughout 1997, and continue to assist any county department and/or agency that may need their expertise.

One of the major goals of this department is to remain on top of current technology, promote and reflect cooperative attitudes and lead Sauk County into the fast paced world of GIS.

## PARKS AND RECREATION DEPARTMENT

The Park and Recreation Department operates and maintains the following facilities:

White Mound Park - 1100 acres, 104 acre lake, 70 campsites, fishing, hunting, swimming, hiking, cross-country skiing, and horse trails

Redstone Park - 29 acres, swimming, fishing, picnicking

Redstone Boad Landing - access to Lake Redstone

Hemlock Park - 79 acres, fishing, picnicking

Man Mound Park - 2 acres

Yellow Thunder - wayside

Mirror Lake Dam - fishing, canoe access

Summer Oaks Boat Landing - access to Lake Wisconsin

County Forest - 663 acres

In addition, the department also oversees the 163 miles of state funded snowmobile trails maintained by the ASCSC, Inc.

The Parks Department is often involved in the location of underground utilities, easements, private and/or public roads and highways. Land records modernization will benefit the Parks Department with the development and maintenance of county parks, forest lands and the county snowmobile program.

## PLANNING AND ZONING DEPARTMENT

The Sauk County Planning and Zoning Department was created in 1964 in conjunction with the adoption of the Sauk County Comprehensive Zoning Ordinance by the County Board of Supervisors. Since 1964, additional programs and ordinances have been adopted to manage growth and development in the county, including a Shoreland Protection Ordinance; Floodplain Ordinance; Land Division and Subdivision Regulation Ordinance and the Private Sewage System Ordinance. The department currently has seven full-time employees, one project employee and part-time intern positions. Several of these positions are involved in land use data base creation and management and mapping programs.

The Department's activities include long-range and current planning, land use and sanitary permit administration, code enforcement, sanitary maintenance administration and rural identification management. Up-to-date land use information and mapping capabilities are vital to the daily administration of the

department and long-range planning needs for the county.

#### REGISTER OF DEEDS

The office of the Register of Deeds is staffed by two full-time employees and one part-time employee in addition to the Registrar. Staff time is divided between real-estate (land records), vital statistics and UCC filings. At least 80% of staff time is spent on land records.

The Real Estate Division records, indexes, and maintains on optical imaging documents affecting rights and interest in land. Deeds, mortgages, assignments of mortgages, satisfactions of mortgages, Lis pendens, federal tax liens, land contracts, easements, restrictions, transfers of property to surviving joint tenant, affidavits, subdivision plats, and certified survey maps are examples of documents recorded in this office. In the Personal Property Division a type of financing statement using a legal description is recorded in the Grantor-Grantee index. A variety of indexes are kept for the convenience of users: plat, condominium plat, certified survey map, grantor-grantee, Lis pendens, federal tax lien, and articles of incorporation. Most land divisions in the County are considered effective when they have been recorded with the Register of Deeds.

#### SHERIFF'S DEPARTMENT

The Sheriff's Department provides law enforcement services in areas of the county that do not have police departments.

The Department consists of five divisions: The Detective Division investigates crimes or complaints, handles juvenile offenses, serves civil papers and executes warrants. The Patrol Division works on traffic enforcement patrol and accident investigations. The Security Division operates the Jail and Huber Center. The Clerical Division provides a wide variety of support services for the entire Sheriff's Department. The Communication Division handles calls and provides dispatch center as well as other police, fire and EMS services.

The Sheriff's Department will be implementing an enhanced 911 consolidated dispatch center, as well as other police, fire, and EMS services. The Sheriff's Department will be implementing an enhanced 911 system which will utilize tax parcel and fire sign numbers within the database thereby providing for integrated mapping for emergency response through the planned GIS system. The Sheriff's Department also has two precincts within the county that they staff and maintain.

The Land Records Modernization Program would benefit the department in mapping the location of incidents, fast and accurate

use of fire number location maps, and emergency and investigation and/or search areas.

#### SOLID WASTE

The Solid Waste Department is primarily responsible for the administration, development, operation and maintenance of the County owned solid waste facilities. The department insures that efficient, nuisance free and environmentally acceptable solid waste management procedures are practiced and licensing and operational requirements are fully met. Technical assistance and information regarding solid waste management to municipalities, consultants, regulatory agencies and the general public are provided by the department.

The Solid Waste Department's efforts in the sighting and development of disposal facilities are directly related in the area of land records information. The process of sighting a landfill area is largely dependent on the availability of current and accurate land records information. Chapter NR504 of the Wisconsin Administrative Code establishes the location criteria for land disposal facilities. The following factors are limiting information in the landfill sighting process: proximity to surface water, floodplain and wetlands, distances from highways, airports, and private wells and water supplies.

Other pertinent information includes: soil type, geology, hydrology, topography, land ownership, critical habitat areas and historical and archaeological sites. Maps and documents relating to many of these categories are located and maintained in various County Departments. The modernization of land records would undoubtedly benefit the efforts of the Solid Waste Department with location siting along with other activities.

#### SURVEYOR

The Sauk County Surveyor serves as administrator for the record of surveys performed in Sauk County. This entails recording of all surveys performed at the present time as well as making available copies of past surveys performed in Sauk County. The office has been involved with remonumentation of Government Land Survey corners since 1970. At present 85% of the corners have been monumented and the appropriate information has been placed in record books and numbered for easy reference.

The monumentation program has two procedures for remonumentation of section and 1/4 corners. The first is being a bounty type system where surveyors are reimbursed at the rate of \$150 per corner monumented in the course of their survey work in the County. The other involves contracting with surveyors for the remonumentation of specific corners. This program was initiated 2 years ago to increase the amount of remonumentation in Sauk County.

## TREASURER/REAL PROPERTY LISTER

The activities of this office are mandated by Wisconsin Statutes. The two departments were combined in 1981 and this has proved to be a successful merge. It is convenient for the users to have access to all information in one area.

This office is directly involved in land records modernization, as the description and ownership records for the 46,000 real estate and personal property parcels are maintained by this department. The office is staffed by the elected County Treasurer, two Real Property Specialists and two Deputy/Treasurers.

The responsibilities of this office are as follows:

1. Post recorded documents affecting land ownership.
2. Assign parcel numbers & update maps to reflect current changes.
3. Enter value changes provided by the assessor.
4. Coordinates all printing of Assessment/Tax Rolls, Statements and related reports.
5. Collects Real Estate Taxes and Daily Cash from all Departments.
6. Researches and prepares tax delinquent parcels for County tax deed.
7. Maintain bankruptcy files effecting land owners.
8. Acts as a liaison between local municipalities, and various state agencies to coordinate preparation of Assessment/Tax Rolls and disbursements of monies.
9. Provides land record information by phone or hard copy to the general public on a daily basis.

Our computer needs are served by an AS400 system and the software package was purchased from Washington County in 1993 and converted/updated to meet our requirements.

## NEW INITIATIVES

### PROPOSED PROJECTS

We anticipate GPS projects along with parcel mapping for the next five years that will complete the whole county:

- 1997 - GPS in Townships of Sumpter (south part), Merrimac, and Prairie Du Sac. Estimated Land Records contribution of \$21,000.
- 1998 - GPS in Townships of Baraboo and North Part of Sumpter. Estimated Land Records contribution of \$12,000.
- 1999 - GPS in Townships of Delton, Fairfield, and Greenfield. Estimated Land Records contribution of \$15,000.
- 2000 - GPS in Townships of Dellona, Freedom, Honey Creek, Troy and Winfield. Estimated Land Records contribution of \$30,000.
- 2001 to 2002 - Complete mapping and GPS Townships of Bear Creek, Franklin, Spring Green, Washington, and Westfield. Estimated Land Records contribution of \$30,000 per year. (Total \$60,000)

Currently there is work being done to intensify our High Accuracy Reference Network (HARN). The County Cartographer and County Surveyor, along with the County Highway Department are setting 24 new stations, both Primary and Secondary sites. Once these are set in late 1997, then in early 1998 an RFP will be sent to all surveyors and bids for GPS of the HARN sites will be taken. This project will increase the accuracy of our surveying information, and allow for better quality mapping products from Sauk County.

A major project which we will be accomplishing is the acquisition of ortho-photography products. We intend to initiate the aerial project within the next year (1998) and receive products within the next two years (1999). The completion of this project will enable us to create much more accurate maps, and allow us to have maps that can be created via the computer for many uses both public and private involving several offices within the county. The cost for this two-year project will be \$18,000 from the Land Records funds, the remaining will be paid through agreements between the Land Conservation Department and the federal government.

Another project which is planned for a two year budgetary cycle (1998-1999) is to scan and transfer 250,000 images from the Register of Deeds files to a CD-ROM format for document storage and retrieval with our imaging system.

In 1998 there will be a purchase of a computer (586, pentium-pro, 200meg, 4gig hard drive) for Mapping Dept., and then transfer of the existing PC to Land Conservation. (Estimated cost \$5000)

In 1999 plans are to add ArcView access to any needed offices within the County. (Estimated cost \$10,000)

In 2000 plans are to replace the present engineering copier which was purchased in 1992 at a longrange estimated cost of \$12,000. Also this year it is anticipated that additional ArcView stations will be needed at an estimated \$20,000.

The changes and upgrades needed to accommodate departments within the County are based on visionary plans and hopes of technological advances, as well as considerations of personnel changes and additions.

#### SUMMARY

Sauk County has proven its commitment to land records modernization by meeting and exceeding projected goals stated in

our initial Land Records Modernization Plan. The projects proposed in this updated plan for the years 1997-2002 will be accomplished with that same level of commitment and with the benefit of technological advancements.

Continual cooperation among various departments within Sauk County has given us the opportunity to utilize the experiences of others in providing the vision and execution of the Land Records Plan. Without these collaborative efforts Sauk County would not have come as far as it has in land records developments.

The next five year plan will move Sauk County into the next millennium, providing the residents with improved land records and giving them the unique opportunity to view the County on a global level.