

**RUSK COUNTY  
LAND RECORDS MODERNIZATION PLAN INDEX  
2010-2015**

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**RUSK COUNTY  
LAND RECORDS MODERNIZATION PLAN  
2010-2015**

## **I. EXECUTIVE SUMMARY**

### **A. Identification and contact information**

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### **B. Participants in planning process**

Rusk County Land Information/Surveyor Committee

Dave Willingham, Chairman  
Kathy Mai, V-Chairman  
Tom Costello  
Phil Schneider  
John Stencil

Land Information Council

David Kaiser (Land Information Officer) (Chairman)  
CeCe Tesky (Zoning Administrator) (Vice-Chair)(Public)  
Dave Willingham (County Board) Phil Kaiser (Realtor)  
John Fitzl (GIS Specialist) (Secretary)  
Rebecca McEathron-Kramer (Real Property Lister)  
Linda Effertz (Register of Deeds)  
Joanne Phetteplace (Treasurer)

### **C. Summary of Plan**

The purpose of this document is to update Rusk County's Plan for land records modernization as required by the DOA Wisconsin Land Information Program (WLIP). The format and contents of this Plan are based upon the WLIP's Final Instructions For Preparing County and Agency Land Information Plans dated December 2004. This Plan is intended to provide county, town and city officials, state agencies, private entities, and any other interested parties with basic knowledge of Rusk County's efforts in land records modernization and its potential applications. In addition, this Plan will serve as an information guide to detail the responsibilities of the Land Information Office and

encourage commitment and participation from interested parties particularly municipalities and private business and industry users.

D. <http://www.ruskcogis.com/html/>

E. [www.ruskcounty.org](http://www.ruskcounty.org)

## II. LAND INFORMATION PLAN

### A. Goals and Objectives

1. It is the primary goal of Rusk County to: develop, implement, and maintain a modern geographic information system that provides useful quality data for its citizens, agencies, and businesses in an equitable and efficient manner. The system will be effectively supported by an appropriate legal, institutional, economic, technical, and educational framework.

#### **Rusk County's Objectives are:**

- To access land records data for the citizens and land owners of the county from a centralized location.
- To implement controls and procedures for dispersing automated land records.
- To build a framework that supports continuous, readily available, and comprehensive land related information at the parcel level.
- To improve the accuracy of land information.
- To assure that land information is usable for those who will need it.
- To provide data to fill the gaps in existing land resource data.
- To protect the security of land records.
- To make land information more readily accessible to users.
- To provide the best land information management for the money spent.
- To reduce duplication of land records and land records recording.
- To promote land data compatibility and integrability among government agencies, utilities, and private sector.
- To decrease the time required for land data retrieval, integration and analysis.

**Rusk County's priorities are:** Acquiring control on public land survey (PLS) corners; maintenance of the existing digital base map and related coverages completed to date; imaging certain land records and development of new initiatives as able.

The time line for implementation is dependent on continuation of the DOA

Wisconsin Land Information Program (WLIP) grant program, amount of retained fees collected and funding from our tax levy.

- a.** The County has the information it needs to proceed with parcel mapping and is slowly acquiring the horizontal control on the PLS corners. We also acquire/exchange control data with anyone wherever possible.
- b.** The primary need is PLS corner control. We are controlled by time and especially funding in acquiring this need. Shortage of funds dictates remonumentation of a Township only when the town government participates monetarily.
- c. & d. (1) & (2)** The County's GIS Vendor is ADC(Applied Data Consultants) We are presently using Autodesk's AutoCad Map 3D 2011 The County will continue to use commonly accepted hardware platforms and software to facilitate translatability and retrieval of data. Beyond this, the County cannot ensure that transferred data will be usable in a system where the design is unknown or developed to meet a special purpose.

We recently upgraded our hardware and software with County funds and will continue upgrades when funding allows.

Rusk County is presently maintaining a website with ADC and has contracted with them for the hosting and maintenance of the site but the data being presented will still be maintained in house.

(3) Rusk County's data is based on digitized 7 1/2 Min. USGS Quadrangles with approximate State Plain Coordinates. The 4 previously remonumented Congressional Townships and a 5<sup>th</sup> in progress are related to the Harn System and Wisconsin Rusk County Coordinate System which is mathematically relatable to the North American Datum (NAD) 83(91).

2.The County's GIS operating system is being hosted on a server in the office of ADC, the data being served is maintained on a 3.16 GHz Pentium IV. The tabular land tax records, in the treasurer's office, reside on a Zeon 3.0 GHz Raid5 server. The two systems are networked with an in house server with access throughout the courthouse and the data is tied together via PIN numbers.

## **B. Progress Report on Ongoing Activities**

Rusk County has completed our digitized base map including transportation, water bodies, approximate PLS corners, municipal boundaries, zoning and others.

Parcel mapping was ongoing since completion of digitized base map. Parcel mapping is now complete throughout the County including Villages, there is some cleanup that has been done on the Village parcels to prepare them for Internet use. Zoning layers have been updated and are being prepared for a new layer on our GIS.

The Register of Deeds Office is continuing to back-scan our records with our Optical Imaging (Paper Clip) system. We have over 30 years of documents on line for Public Access. This is an ongoing project, not only for documents, but plat maps, certified survey maps, condos and all historical records. This back-scanning mostly has been paid by Wisconsin Land Information Program Grant Monies.

Work has begun on scanning the Zoning Department permits and indexing them for future distribution via the Internet through ADC's "WebGuide" program.

The Treasurer's Office is currently archiving historical tax rolls beginning with tax year 1985. Each tax roll will be hosted on the PaperClip program, an optical imaging system in the Register of Deeds Office. These rolls will be accessible through public access terminals in the courthouse and eventually on Rusk County's web site through ADC's Webguide program. Previously, the tax rolls had been offered to the State Historical Society, who saved every fifth year, with the other years being destroyed.

Remonumentation of PLSS corners in T.34N., R.6W., and T.35N., R.7W. was completed with WLIP funding, T.35N., R.6W. has been completed with County & Town funds. T.33N., R.5W is currently within 1 month of completion and T.34N., R. 9W. will begin. The County is continuing with a program for coordinate determination on and remonumentation of PLSS corners which supports development of more accurate parcel mapping in the future.

Please refer to Rusk County's Wisconsin Land Information Program Survey for a more comprehensive summary of our ongoing activities. <http://www.doa.state.wi.us/section.asp?linkid=133&locid=9>

## C. **New Initiatives**

### 1. **New projects**

**Remonumentation of PLSS Corners.** In late 1998, Rusk County purchased two dual frequency GPS receivers and related software. With this equipment we have embarked on a PLSS Remonumentation Program by Townships, then in 2004 Rusk County purchased two additional dual frequency GPS receivers and with WLIP funds purchased Topcon total station with data collector. The County has just purchased a Topcon Hiper GA GPS system. This was accomplished with a combination of WLIP and County funds. This real time GPS equipment will considerably accelerate the remonumentation program.

The County will remonument a Congressional Township if the local Town government will participate monetarily with approximately 20% of the cost. The funds received from the Town are used for field help. We are just completing the remonumentation of T.33N., R.5W., and will be starting on T.34N., R.9W.

**Zoning.** Work is being done to prepare the zoning maps for the website. This is a coordinated effort between the Land Information/Surveyor and Zoning Departments. The Zoning Dept is completing their septic inventory of all septic systems in the county and this information will be used to implement a comprehensive maintenance program of all septic systems. This program is web-based and is accessible to the service providers and the county, with a separate site available to the public. In addition, the Zoning Department and Land Information office are working in coordination to get zoning and sanitary permits on the county's website.

**Register of Deeds.** hopes to implement electronic recording in the future years for Rusk County, and to acquire the necessary hardware and software for this project. We are also looking into converting our existing old microfilm records to digital format, so they can be utilized on line.

### 2. **Assistance requested.**

a) The County has actively sought agencies or consultants prior to implementing projects and will continue to do so for new initiatives, within budget limits. We are currently staffed with a full time Land Information Officer/Surveyor a full-time GIS Specialist, and a fulltime survey

assistant in the Land Information / Surveyor Office. The County has Internet connectivity and will connect to the WLIP Internet Land Information Clearinghouse and Technical List Server Service as needed.

b) It is imperative that the WLIP continues so the retained fees and the grants are available for ongoing GIS implementation, maintenance and new initiatives in Rusk County. It is very important for the DOA WLIP to ensure the program continues and to increase funding to the smaller (poorer) counties. The DOA WLIP must ensure the program continues to be focused on creation and maintenance of the basics of parcel mapping and remonumentation for Rusk and other small counties.

The County would like WLIP to provide practical standards along with a functional model for basic data sets. In addition, sample RFP's would be useful.

c) The County will continue to follow County ordinances and State statutes for procurement of services/products related to this Plan.

### **3. Problems encountered**

There would be a problem if the DOA adopts policies that would limit the use of WLIP funds for our planned activities. If additional funding was available, it would definitely speed up our completion of PLSS remonumentation.

## **D. Custodial Responsibilities**

Following are the Rusk County departments and their land record custodial responsibilities. Text within { } indicates whether we HAVE, would LIKE, or WILL accept custodianship of the data. The authority for custodianship is noted in ( ). An \* indicates that the records are necessary for the operation of the office but are not specifically mandated by a governing body.

### **REGISTER OF DEEDS**

Record deeds, mortgages, plat maps, certified survey maps, and other related documents. {Have} (§59.43)

Scan above mentioned records as they are received, filed, and recorded {Have} (§59.43)

Maintain tract index of real property. {Have} (§59.43)

### **TREASURER/REAL PROPERTY**

Maintain tax information for all parcels. {Have} (§59.25)

Maintain description and ownership information of all parcels of property. {Have} (§70.09)

Maintain information on school and other special district codes. {Have}

(§70.09)

Maintain tax rates and special assessments information. {Have} (§70.09)

### **LAND INFORMATION/COUNTY SURVEYOR**

Maintain information on PLSS corners including tie sheets and section summary sheets. {Have} (§59.45)

Maintain information on the high accuracy network (HARN) densification in the county. {Have} (§59.45)

File private survey maps. {Have} (§59.45)

File field notes and other survey source documents. {Have} (§59.45)

Maintain digital parcel maps. {Have} (§70.09 & Internal)

Maintain GIS base map layers. {Have} (Internal Policy)

Maintain 911 Rural Address Database and Road Layer (Internal Policy)

Issue 911 Rural Address's (Internal Policy)

### **PLANNING AND ZONING**

Maintain zoning maps for unincorporated areas. {Have} (§59.69)

Maintain septic system permit database. {Have} (§59.69)

Maintain zoning permit database. {Have} (Internal Policy)

Maintain nonmetallic mining permit database. {Have} (NR135)

File wetland and floodplain maps. {Have} (Internal Policy)

File LOMA's (Letter of Map Amendments) {Have} (Internal Policy)

Maintain septic maintenance program {Have} (§145.20(5))

### **LAND CONSERVATION**

File soils maps and tables. {} (\*)

Filing and sales of USGS 7.5 Minute Quad Maps. {} (Internal Policy)

### **HIGHWAY DEPARTMENT**

File right-of-way plats and construction plans. {Have} (Internal Policy)

### **SHERIFF'S DEPARTMENT**

Maintain Master Street Address Guide (MSAG). {Have} (§146.70 & Internal Policy)

### **FORESTRY DEPARTMENT**

Maintain forest stand data {Have} (Internal Policy)

Maintain historical airphotos. {Have} (Internal Policy)

Maintain county trail maps/coverage's. {Have} (Internal Policy)

### **EMERGENCY GOVERNMENT**

Maintain emergency service network data, maps and coverage's. {Have} (Internal Policy)

## **E. Foundational Elements and Statewide Standards**

### **1. Geographic Reference Frameworks**

**Geodetic control networks.** In the past, Rusk County has remonumented three Townships. During this work, 21 densification monuments were established on a 3 mile  $\pm$  grid. These points were established using 3 Harn monuments located just north, southwest and southeast of our County. Our present project in progress includes 8 more densification monuments to continue the 3 mile  $\pm$  grid. The past and future monuments were and will be established using the Guidelines to Support Densification of the Wisconsin High Accuracy Reference Network (HARN) using GPS Technology standards which are current at the time. Coordinate values are available in Rusk County, State Plane and Latitude and Longitude. Rusk County assumes the custodial responsibility for the densified control stations. In the future, Rusk County plans to use the existing NGS and USGS and Height Mod horizontal & vertical network for vertical control. Any new stations set by the County would adhere to Third order standards.

**Public Land Survey System.** Since the purchase of our GPS equipment, Rusk County has an active remonumentation program and also pays a bounty to private surveyors when they set a PLSS corner for a private survey. We are establishing coordinates on the PLSS corners using a combination of conventional survey techniques and GPS technology meeting or exceeding the FGDC Third-order, class I accuracy standard. Coordinates are maintained in the Wisconsin Rusk County Coordinate System which is mathematically relatable to the North American Datum (NAD) 83(91). We plan to continue this remonumentation in cooperating Townships. Other areas (i.e., County forests, etc.) will be run as need and budget allows. The County maintains the custodial responsibility for the PLSS.

### **2. Orthoimagery and Georeferenced Image Base Data**

**Digital Orthophoto.** The County has acquired 1' per pixel digital orthophotos in Spring of 2006 and has created a layer in their GIS for all departments to use.

### **3. Elevation Data Products and Topographic Base Data :**

Not applicable

### **4. Parcel Mapping**

Parcel mapping was our primary focus

**A & B.** All parcel maps are referenced to the lines of the public land survey system and are suitable for planning purposes. Our parcel maps are *not intended* to be a substitute for an actual survey or guaranteeing title to property. We will be monitoring the efforts of the WLIB in adopting parcel mapping standards, which

are anticipated to meet FGDC's standards, and we will attempt to comply where practical.

**C. *Geodetic Reference.*** Rusk County's parcel maps are presently referenced to State Plain Coordinates. As remonumentation progresses, they will be transformed to the Wisconsin Rusk County Coordinate System which is mathematically relatable to the North American Datum (NAD) 83(91).

**D. *Parcel ID.*** Rusk County is not currently using the parcel numbering system endorsed by the WLIP. Parcel identification numbers (PIN), assigned by the Real Property Lister in the Treasurer's Office, incorporate the unique municipality code number for each town, village, and city as specified by the Department of Revenue. At present, our maps are linked to the Treasurer's database by this PIN. It is our plan to assign the WLIP parcel numbers and retain our current parcel numbers.

## **5. Parcel Administration**

**A. *Parcel ID.*** The PIN is an attribute in our GIS parcel coverage. Rusk County's database supports integration of digital parcel maps with the Treasurer's Office Tax and Ownership Information by linking data through the PIN.

*Real Estate Transactions, Liens, Evidence of Title, Easements, Covenants.* At present, the Register of Deeds maintains a manual tract index, besides the index on the computer. Searches can be made manually by legal description and on the computer by grantor, grantee, or legal description.

**B. *Tax data.*** The Treasurer's Office tax database is designed so information can be accessed by PIN, owner name, legal description or address and can be linked to the GIS parcel coverage.

*Assessment class. Tax exempt lands.* These are carried as a code in the tax database and could be linked to the GIS parcel coverage.

*Optical Imaging.* The Register of Deeds has been Imaging since 2002 We purchased an Optical Imaging System from ImageTek Inc. using "Paperclip" software and a Bell & Howell scanner. We are continually using our optical imaging on a daily bases for our current documents and also back-scanning our old documents. We also have our scanned images out on our web site. The images can be linked to the GIS parcel coverage.

*Address.* Site address information can be accessed through the tax database.

## **6. Street/Road Centerline and Addresses**

*Streets, Roads, Highways, Bridges, Centerlines.*

The County plans to maintain its existing planimetric base map which includes centerlines of all named public and private roads in the County.

*Rights of way.* The right-of-way of public roads will be developed as part of the parcel mapping process.

*Address ranges. Reconciliation of street addresses and street network system.* The Land Information / Surveyor Department is currently maintaining address ranges for the County's computerized dispatch system. We plan to add addresses to each individual parcel when they are applied for.

## **7. Hydrography, Hydrology, and Wetlands Mapping**

*Wetland mapping activities.* Rusk County is covered with a significant amount of wetlands and has implemented Wisconsin Department of Natural Resources approved controls to enforce proper management of them. The present wetlands maps were prepared by the Wisconsin Department of Natural Resources Bureau of Planning in 1979. Upon site reviews and Wisconsin Department of Natural Resources concurrence, the Rusk County Zoning Department uses these maps for ordinance enforcement.

Rusk County would be interested in acquiring a digital wetlands layer whenever it becomes available from the Department of Natural Resources. Digital wetland maps are available on the WI DNR's website.

## **8. Soils Mapping Land Cover and other Natural Resource Data**

*Soils mapping activities.* Soils maps of Rusk County are currently available from the United States Natural Resource Conservation Service at varying scales and vintages. A "reconnaissance" soil survey for Rusk County was issued in the late 60's. Soil mapping is now available in a digital format.

*Land cover. Geology. Forests. Endangered resources. Impact on the environment. Watersheds. Hydrogeology. Hydrography.* The County plans to acquire these GIS coverages from the DNR as they become available, funds become available and when needed. The Comprehensive Plan does address portions of Land cover and Hydrology.

## **9. Land Use Mapping**

*Mapping of land use.* The Towns of Willard and Marshall have comprehensive plans with land use mapping, and the Rusk County Economic Development office has put together a Comprehensive Plan that can be viewed at <http://www.ruskcounty.org/ruskcompplan.htm> Rusk County will be happy to provide whatever digital data available at the time to the Towns and/or their consultant for development of land use plans in exchange for a copy of their final plan.

The County's tax database is designed to include the Department of Revenue Land Use Classification assessment code for land use, i.e., residential, commercial, ag, etc. If needed, a graphic representation could be generated in our GIS dynamically when the parcel mapping is completed.

## **10. Zoning Mapping**

The County created a countywide zoning coverage using our planimetric data. Zoning districts are mapped in accordance with the Rusk County Zoning Ordinances.

**B. Shorelands.** We maintain a GIS zoning coverage which include shoreland (1000' buffer from lakes, 300' from streams) in unzoned towns and zoned towns follow the zoning districts adopted by the County Board.

*Burial sites, Historic/cultural sites, Archeological sites, Landmarks.*  
No plans at this time.

**C. Floodplain and floodway.** FEMA has supplied the county with DFIRM's (Digital Flood Insurance Rate Maps) and these are available on the website [fema.gov](http://fema.gov) The county also has hardcopy FIRM maps available.

## **11. Reconciled Election and Administrative Boundary System**

*State Outline. County Boundaries. Minor Civil division boundaries.*  
We incorporated existing coverage's from other sources into our GIS system and will update as needs arise. The civil boundaries within Rusk County were constructed using our planimetric data and PLSS data. These boundaries will be updated as more accurate data is created by the parcel mapping process.

*Utility districts. Tax incremental financing districts. School districts. Lake districts. Public lands.* The tax database includes a code designating which parcels are within these districts. We will develop some graphic

boundaries, and if needed others could be generated graphically in our GIS dynamically.

*Legislative districts. Reconciled election system boundaries. Census geographies. Native American lands. Agency administrative districts and Zip Codes.* The County plans to have the current legislative districts and census block coverages in the future and is interested in integrating the new (2010) census blocks and tracts but is unsure to what extent that is possible. We will seek other sources for other boundaries if the need arises.

## **12. Critical Infrastructure and Facility Management**

*Railroads. Airports.* Rail lines and the airport location are included and will be maintained with our GIS coverage.

*Harbors.* None

*Recreational Trails.* Rusk County has created ATV and Snowmobile GIS layers and maps.

*Utilities.* Utilities will be responsible for creating their own data set; however, the County will make our base map data available to utilities, sanitary districts, etc., at our normal purchase price or to waive or reduce the cost if we receive data in exchange.

*Government facilities.* The County's Public Property keeps hardcopy building plans.

*Hazardous materials site.* The County's Emergency Government Office will continue to maintain a database for this information.

*Transit systems.* None.

## **13. Database Design**

**A. *Design Evaluation.*** County staff and/or our GIS Consultant reviews the design.

**B. *Project Approach.*** The approach varies project to project, but the main determining factor is budget constraints.

**C. *Timeline.*** Determined from the results of needs assessment, design evaluations, and budget restraints.

**D. Metadata. Metadata quality.** The County plans to maintain a document of data sources for GIS coverages and our land records tabular data created by the County.

**E. Security / Privacy.** See section E, 5 (F & G) of Land Records Modernization Plan.

**F. Implementation and Maintenance Strategy.** The County carefully evaluates all projects before proceeding, but typically the custodian of the data is the primary voice in the Implementation & Maintenance of the dataset.

*Needs Assessment.* Our original GIS database design included a needs assessment. As new coverages are requested, we follow a modified needs assessment process to aid in the design and implementation.

*Structure.* Topology will be created for all GIS coverage's and databases are relationally structured.

*Transaction management.* A date field is carried in most databases to track changes.

*Integrateability.* The County identifies key fields or data elements needed to support sharing of data sets and incorporates them in our databases whenever practical to promote integration.

*Coding Scheme.* The County uses existing standardized coding schemes whenever possible.

## **F. Public Access**

**A. Use of technology to facilitate efficient access.** Rusk County currently has 4 public access computer terminals available to the public. Three are located in the Register of Deeds office. We also have our documents on line for public access on our Web site RODIRECT. Applied Data Consultants from Eau Claire, Wisconsin hosts our site. Subscriptions and escrow accounts can be set up through the Register of Deeds Office. All information on the web site is free to the public. A customer may view the document and print for the statutory fee of \$2.00 for the first page and \$1.00 for each additional page, plus a convenience fee. All networked with the Treasurer's tax records and also has some zoning information and Grantor-Grantee records. The other is the State UCC terminal which has personal liens. The fourth is in the Land Information / Surveyor office and has all survey documents and parcel maps for viewing and printing and is networked with Courthouse server for all to access. We will continue to monitor developments of the WLIP Internet Land Information Clearinghouse.

1. *Integrative/Cooperative relationships.* Rusk County has actively encouraged and supported integration and cooperation activities related to land records modernization as cited elsewhere in this plan and as indicated in past WLIP grant applications. The County plans to continue these relationships as appropriate.

2. *Potential partners/projects.* We are interested in developing relationships for digital ortho production; land use; forest stands; addressing; census and sign inventory. Potential partners would be NRCS, WLIP, State Cartographer, DNR, County Forestry, Towns, City, DOT, Highway Department, Utilities.

3. *Data shared/used.* The digital County base map would be shared and used for the common registration of data sets. The horizontal control network and PLSS coordinates are available for data acquisition.

## **G. Integration and Cooperation**

*Formal data sharing agreements.* The County has data sharing arrangements with other County Departments, Towns, and the City. The County will continue these arrangements and pursue others as opportunities arise. The County encourages others to use our digital data by setting a nominal cost or no cost. We encourage cost-free exchanges of information that will enhance our system.

*Cooperative arrangements.* The County has participated in a number of cooperative projects and plans on pursuing others as opportunities arise.

*Consortia.* The County will evaluate opportunities as they arise.

*Collaborative arrangements.* The County actively participates in collaborative arrangements for data creation particularly with other departments. We plan to continue our participation in the WLIA and their technical committees, WLIP Technical Assistance List Server and others as opportunities arise.

*Statutory relationships among counties and state agencies.* The County will comply with statutory requirements.

## **H. Communication, education, training, and facilitated technical assistance**

**A. *Documentation of County data.*** At present Rusk County's digitized information consists of a base map digitized from USGS Quads and parcel mapping generated by co-ordinate geometry. When data sets are created in the future, the Land Information Office will maintain a reference document of MetaData for all data sets.

**B. *Resources Available.*** Rusk County will continue to participate in Videoconferences, workshops, seminars, user groups, etc., when available and when budget allows. We will acquire technical assistance from a consultant when needed.

**C. *Identification of Customer Needs.*** Rusk County has an active Land Information/Surveyor Committee of five county board members who meet with the Land Information Officer, GIS Specialist, Register of Deeds and Treasurer at least monthly. We discuss and prioritize needs at these meetings. Furthermore, the recently formed Land Information Council is actively pursuing ideas from other county departments and the public.

**D. *Coordination of education/training with agencies, associations and educational institutions.*** The Rusk County Land Information Officer and GIS Specialist will attend all WLIA activities possible and the Rusk County Land Information Officer will attend WSLI Institute yearly as budget allows.

**E. *Use of technology to facilitate education and training.*** Rusk County has access to a satellite down link facility, the UW Extension ETN system, and the internet and will use the systems as needed.

**F. *Use of Clearinghouse and Technical Assistance List Server.*** The County has access to the internet that allows for use of the clearinghouse and technical assistance list server. We plan to participate as situations and needs warrant and will continue to monitor the development of the clearinghouse and standards adopted.

**G. *Use of land information officer education and training funds.*** The County Surveyor / LIO uses the annual \$300.00 training & education grant to partially fund attendance to the annual WLIA conference

## **I. Administrative Standards Not Associated with Framework Data Elements.**

Concerns and/or changes relative to agreement between the County and WLIP noted in italics.

1. The County agrees to observe and follow statutes relating to the Wisconsin Land Information Program (WLIP) and other relevant statutes.
2. The County agrees to permit the DOA Wisconsin Land Information Program (WLIP) access to *WLIP funded* books, records and projects for inspection and audit *upon reasonable notice* by the Dept ~~Board~~. *Other land information records etc., will be available in compliance with the Wisconsin Open Records Law.*
3. The County agrees to provide an Annual Status Report of Plan progress requested herein and to keep the Plan up to date. The report will be administered electronically. *We anticipate the DOA WLIP will create and provide the electronic form.*
4. The Board (WLIP) (DOA) agrees to facilitate technical assistance to the County including an on-line Technical Assistance Service.
5. The Board (WLIP) (DOA) agrees to maintain and distribute an inventory of land information and land information systems for the state. This will be provided through an electronic Clearinghouse.
6. Development and implementation of an acceptable Plan confers certain benefits on local government within a county, including continued eligibility for Program funding. A self-approving peer review process will be used to assess Plan acceptability by the land information community.
7. The Board (WLIP) (DOA) agrees to review funding requests and to provide guidance to local government with respect to the development of such requests.
8. The Board (WLIP) (DOA) agrees *to* make available electronically an Annual report regarding the status of the Wisconsin Land Information Program and the activities of the Dept.