



**Marathon County
Land Information Council (LIC)
Minutes**

Wednesday April 22, 2024

**Conservation, Planning and Zoning Large Conference Room
210 River Drive, Wausau, WI**

<u>Attendance</u>	<u>Present</u>	<u>Not Present</u>	<u>Attendance</u>	<u>Present</u>	<u>Not Present</u>
Preston Vande Voort	X		Dean Stratz	X	
Ryan Weber		X	Jasper Hartinger		X
Robert Mayer	X		Connie Beyersdorf		X
Gerry Klein	X		Scott Williams		X
Dave Decker	X				

Others: Diane Hanson, Laurie Miskimins, Dave Mack - Conservation, Planning and Zoning (CPZ)

1. Call to Order

The meeting was called to order by Vande Voort at 11:00am.

2. Approve minutes of November 15, 2023, meeting

Action: Motion / second by Stratz/Mayer to approve the minutes of the November 11, 2023, meeting. Motion carried on voice vote, no dissent.

3. Retained Fee Budget Report – Laurie Miskimins, Diane Hanson, and Preston Vande Voort

a. Discussion/Action on Retained Fee Fund Balance threshold.

Discussion: As discussed in previous LIC meetings, expenses paid for by retained fees continues to outspend the revenue is brought in. Setting a fund balance has been discussed but no action was ever taken by the Council. Fund balance is currently about \$486,000. Primary costs are software maintenance contracts (ESRI, Transcendent and Trimin) and Vande Voort’s salary. Last year LIC spent \$80,000 more than what was brought in. Discussion followed.

Action: Motion / second by Mayer/Klein to set minimum retained fee balance of \$270,000. Motion carried on voice vote, no dissent.

b. Discussion and Possible Action on Priority Expenditures from Retained Fees

Discussion: VandeVoort and Hanson discussed current expenditures covered by retained fees such as salary and fringe of GIS staff, software maintenance, etc. Discussion occurred on how changing the funding source of some of these expenditures will impact the annual budgets of CPZ, County Treasurer, and Register of Deeds offices. It was suggested to use the retained fee balance for special projects rather than annual operating costs. Critical budget decisions will need to be made on an annual basis as to whether the retained fees will be used for day-to-day operating expenses or only primarily special projects. Discussion followed on the fund balance, going below the set minimum balance, etc. The Council was reminded that the retained fees are to be utilized for Land Information related projects as described in the Land Record Plan and that even with a fund balance set at \$270,000 there may be special projects that can utilize those funds that would potentially leave the fund balance below this set amount. The Council needs to determine if the priority use of the funds should be special projects or other operating expenses. Stratz and Miskimins will set up a meeting with County Administrator Lance Leonard regarding funds and budget to help guide the direction of the Council.

4. Marathon County Land Information Plan Update – Preliminary preparation and process discussion. – Preston Vande Voort

A land information plan update is required by September 30, 2024. Vande Voort would like to have the update approved by committee no later than August 31, 2024. He would like to take a collaborative approach and include more feedback from the Council. More meetings will be scheduled: June, July, and August to discuss the Plan update and budget. The original plan will be sent out to council members for reference. The last time it was submitted was in December 2021.

5. Next meeting date: To be determined. Set for June.

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6. Adjourn.

There being no further business to discuss, Motion / Second by Stratz/Klein to adjourn the meeting at 11:40 a.m. Motion carries by voice vote, no dissent.

Submitted by:
Preston Vande Voort
GIS Coordinator