



181 West Seminary St.
Richland Center, WI 53581
Telephone 608-647-2100

August 15, 2025

NOTICE OF MEETING

Amended agenda

Please be advised that the Richland County Land Information Council will convene at 10:00 a.m., Wednesday, August 27, 2025 in the County Board Room of the Richland County Courthouse 181 W. Seminary Street

Virtual access and documents for the meeting can be found by clicking on this link:

<https://administrator.co.richland.wi.us/minutes/land-information-council/>

Agenda:

1. Call to order
2. Proof of notification
3. Agenda approval
4. Approve Minutes of the May 22, 2025 meeting
5. Review and Discuss 2024 grant amendment
6. Review 2025 grant
7. Discuss potential projects for the 2026 grant
8. Report on Funds 23 and 48
9. Discussion on Certified Survey Minimum Acres
10. Set next
11. Adjourn

CC: Julie Lins, Deb McCoy, Melvin Frank, Tina Marshall, Todd Rummier, John Heinen, Ashley Mott, Scott Killey MSA, Courthouse Bulletin Board, County Clerk, County Administrator, County Website



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Land Information Council Meeting
Thursday May 22, 2025

Call to order: Cathy Started the meeting at 10:03 AM

Present at the Meeting: Julie Lins, Deb McCoy, Melvin Frank, Tina Marshall, John Heinen, Ashley Mott, Trish Clements, absent Mike Jessen

Proof of notification: Notification was posted on Courthouse Bulletin Board and County Clerks Office

Agenda approval: Melvin Frank 1st, John Heinen 2nd

Approve Minutes of the December 17, 2024, meeting: There were some changes to the minutes from December, Cathy will update the minutes, and I will send them out with today's minutes. The mistakes were as follows: Location, Persons attending with those items adjusted they will be approved 1st Todd Rummier 2nd John Heinen.

Review and Discuss 2024 grant amendment: A spreadsheet was presented with the original 2024 Grant Amounts and the Amended Grant Amounts. Please see the attached. The total that will be used for the grant remains the same.

Review 2025 grant: This was also discussed and is on the attachment. The total from the grant is \$ 98,368.00 and we have receive that money to date for the 2025 grant.

Discuss potential projects for the 2026 grant:

1. Add a Zoning layer to the current GIS map. Looking to as SWRP to quote that layer.
2. LiDAR Layer for Hydro was talked about. Not sure if this will be covered under the NG911 Grant.
3. New Equipment: GPS to locate the Septic's and other areas in the county and the software to download the information
4. Training
5. Maintenance on the GPS Equipment

There was talk about getting 18-month contracts for the programs and equipment and have them go out to the future so get contracts 18 months over 3 years for the NG 911 Grant.

There was a conversation about the PLSS corner link not being able to be searched by book and page. Deb is working on getting that solved.

There have been issues with the GIS map on the website going down not allowing others that have seats that use that map being able to load the map Deb talked about having Fiddler host our map and was going to look into that and get back to us.

There was a discussion about adding a GIS Technician in house. Julie reported that in her district we were the only county that did not have one on site. Bob Frank stated that Crawford County does not either. The job description was written, and we are going to get it graded and then see from there what can be done. The contract this year with MSA for the GIS work is \$ 85,930.00 that will be paid out of the Fund 23.



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6. Report on Funds 23 and 48: The total in the Fund 23 is \$ 381,729.18. Note that we will be spending a large amount of this money in 2025 for the different projects. The total in Fund 48 is \$ 197,420.46.
7. Set next Meeting: The next meeting will be determined when the 2026 Grant comes out and we have the project picked to be reviewed.
8. Adjourn: Bob Frank 1st Ashley Mott 2nd

2024 Grant Amt	
Grant to be used by 12/31/2025	

Item	Cost
Training	\$ 1,000.00
Stratic Planning	\$ 10,000.00
Base Budget Grant	\$ 77,160.00
Spent Year to Date	\$ (87,699.90)
	\$ 460.10

2025 Grant Amt	
Grant to be used by 12/31/2026	

Item	Cost
Training	\$ 1,000.00
Stratic Planning	\$ 20,000.00
Base Budget Grant	\$ 78,368.00
Spent Year to Date	\$ (97,538.75)
Ayers \$ 86587.50	
	\$ 1,829.25

2026 Grant Amt	
Grant to be used by 12/31/2027	

Item	Cost
	\$ -

Land Info Plan Budget for 2025 - 2027

GIS Contractor	\$ 255,000.00
ROD Software Maint	\$ 26,400.00
Catalis Software	\$ 6,000.00
New Servers	\$ 45,000.00
GPS Equipment	\$ 10,000.00
Web Hosting	\$ 13,800.00
Migrate Web Platform	\$ 8,790.00
Spatial Adjustment Prj	\$ 24,800.00
Conf Open Data Portal	\$ 2,420.00
Imaging Proj Ayres	\$ 50,000.00
Update PWOTS	\$ 5,500.00
Dam Shadows	\$ 5,500.00
Updating Zoning Layer	\$ 5,500.00
GIS Traning WLIA	\$ 10,500.00
PLSS Corners	\$ 66,000.00
LiDar Enhancements	\$ 60,000.00
Over 3 Yr Total	\$ 595,210.00

2026 – Land Information Projects

GPS Software and Handheld for Zoning

Plat of Survey Layer

Zoning Layers – Update, Corrections, and Public Facing

New Othro-imagery Photos – Centerline, PLSS, review of Townships, adjustments to new Photos

Lydar Installation and Training - \$ 115,450.00

Watershed Layer

Hydrology Layers

Fund 23 - Land Records Grant

[illegible]

Fund 48 - Land Records Fund

	Invoice Date		# Assigned	Budgeted Items	Real Amounts	Income	Total
Expenses - Prior Years					\$ (105,676.79)		\$ (105,676.79)
Computer Upgrade to Map on Website			48.5480.0000.5813		\$ (2,585.00)		\$ (108,261.79)
Co Share of Land Records Fees - Prior Yrs			48.4500.0000.4531			\$ 283,880.00	\$ 175,618.21
Co Share of Land Records Fees - Jan 2024	1/31/2024		48.4500.0000.4531			\$ 840.00	\$ 176,458.21
Co Share of Land Records Fees - Feb 2024	2/29/2024		48.4500.0000.4531			\$ 1,728.00	\$ 178,186.21
Co Share of Land Records Fees - March 2024	3/31/2024		48.4500.0000.4531			\$ 1,512.00	\$ 179,698.21
Co Share of Land Records Fees - April 2024	4/30/2024		48.4500.0000.4531			\$ 1,680.00	\$ 181,378.21
Co Share of Land Records Fees - May 2024	5/31/2024		48.4500.0000.4531			\$ 2,032.00	\$ 183,410.21
Mastergraphics Inv 232806	11/20/2023		48.5480.0000.5248		\$ (138.75)		\$ 183,271.46
WI Cty Code Admin-WCCA Spring Conf	2/20/2023		48.5480.0000.5334		\$ (50.00)		\$ 183,221.46
Lodging Reim-Mike Bindl	4/17/2023		48.5480.0000.5336		\$ (180.00)		\$ 183,041.46
Driftless Area Professionals	12/31/2023		48.5480.0000.5970		\$ (1,220.00)		\$ 181,821.46
Transfer From Gen Fund Res 13-147	12/31/2013		48.4900.0000.4920			\$ 1,200.00	\$ 183,021.46
Co Share of Land Records Fees - June 2024						\$ 1,528.00	\$ 184,549.46
Co Share of Land Records Fees - July 2024						\$ 2,040.00	\$ 186,589.46
Co Share of Land Records Fees - August 2024						\$ 1,896.00	\$ 188,485.46
Co Share of Land Records Fees - Sept. 2024						\$ 1,208.00	\$ 189,693.46
Co Share of Land Records Fees - Oct. 2024						\$ 2,368.00	\$ 192,061.46
Co Share of Land Records Fees - Nov. 2024						\$ 2,128.00	\$ 194,189.46
Fidlar Technologies - ROD	12/27/2024		48.5480.0000.5815		\$ (2,200.00)		\$ 191,989.46
Co Share of Land Records Fees - Dec. 2024						\$ 2,224.00	\$ 194,213.46
Co Share of Land Records Fees - Jan 2025						\$ 352.00	\$ 194,565.46
Co Share of Land Records Fees - Feb 2025						\$ 2,200.00	\$ 196,765.46
MSA Invoice 3476					\$ (2,585.00)		\$ 194,180.46
Co Share of Land Records Fees - March 2025						\$ 1,656.00	\$ 195,836.46
Co Share of Land Records Fees - April 2025						\$ 1,584.00	\$ 197,420.46
Co Share of Land Records Fees - May 2025						\$ 2,056.00	\$ 199,476.46
Co Share of Land Records Fees - June 2025						\$ 1,416.00	\$ 200,892.46
Co Share of Land Records Fees - July 2026						\$ 2,312.00	\$ 203,204.46
Return Postage for Ortho Photo's					\$ (10.05)		\$ 203,194.41
					\$ (114,635.54)	\$ 317,840.00	

Balanced Amount

\$ 203,204.46

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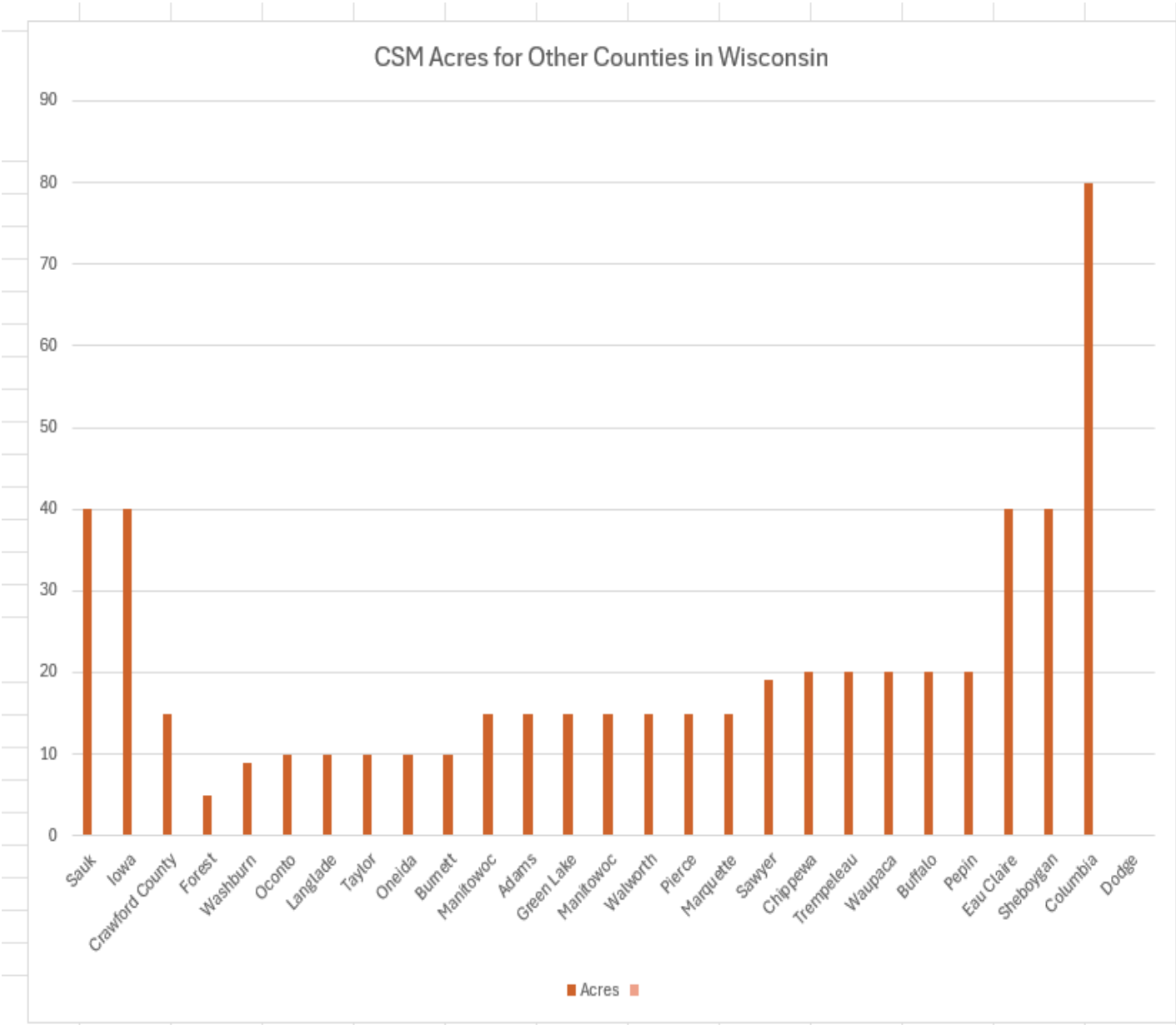
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CSM Acres for Other Counties in Wisconsin



Certified Survey Map (CSM) Per State

A Certified Survey Map, or CSM, is a document that shows the layout of up to four newly created lots, (creating more than four lots would require a Subdivision!) Typically, a CSM is used to divide a single parcel of land into multiple lots for sale or development. The map must be prepared by a licensed surveyor and approved by the local government or planning commission before it can be recorded.

The CSM includes a detailed survey of the property, showing the location of all existing and proposed improvements, such as buildings, roads, and utilities. It also includes information about the lot sizes, dimensions, and any easements or other restrictions that may affect the property. In general, a CSM is used for commercial or residential development, and it is often required by local zoning ordinances.

There are a total of 13 Surveyors that serve the Richland County area and there maybe more.

Team Engineering – 2 Surveyors on Staff

Benzing Surveying – 4 Surveyors

Westbrook Associates – 2 Surveyors on Staff

Jewell & Associates – 2 Surveyors 4 Techs on Staff

Driftless Area Professionals – 3 Surveyors on Staff

Snyder & Associates – 4 Surveyors on Staff

River Valley Land Surveyors – 2 Surveyors on Staff

Walsh Geomatics – 1 Surveyors on Staff

ASR Surveying

Woodland Consultants

Orion Land Surveyors

The Excelsior Group

MSA – 6 Surveyors on Staff

Why should we change the acres from 10 for a CSM to less than 35 Acres

Accurate acreage and boundaries defined by a CSM help prevent disagreements between neighbors or with local authorities regarding property lines and encroachments.

It provides clear documentation that can be referenced in case of any future boundary disputes.

It is used for locating new builds in the county and being ready for permits.

Keeping the GIS map up to date and as accurate as possible.

Ease in selling the property as defined by the CSM and also by Lot with in that CSM.

Land boundaries, especially those in question, should be located and mapped by a Professional Land Surveyor, and filed as a public record, prior to purchase.

Most municipalities also require a current survey be completed to acquire a permit for construction.

In summary, including accurate acreage on a Certified Survey Map in Wisconsin is essential for legally defining and documenting property boundaries, ensuring smooth land transactions, complying with local regulations, and minimizing the risk of future disputes

Disadvantages of Changing the CSM Acres

Cost to the landowner to split the acres and have it reviewed.

Time frame that the CSM takes to prepare can make a longer wait time for sale.

County	Acres	
Forest	5	
Washburn	<=9	
Oconto	<=10	
Langlade	10	
Taylor	<=10	
Oneida	<=10	
Burnett	<10	
Manitowoc	15	
Adams	15	
Green Lake	15	
Manitowoc	<=15	
Walworth	<=15	
Pierce	<=15	Looking at updating ordinance 39.5 acres
Marquette	<=15	
Sawyer	19	
Chippewa	<20	
Trempeleau	<=20	
Waupaca	<=20	Unless a full 40 is split equally
Buffalo	<20	
Pepin	<20	
Eau Claire	<40	
Sauk	<40	Short 40's don't require CSM if the 1/4 1/4 is transferred and boundaries are not altered. Looking at going to any size
Iowa	<40	
Sheboygan	<=40	
Columbia	<=80	if remnant >40 that pieces doesn't need CSM
Dodge	All	