



*Sawyer County Wisconsin*



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**County Organizational Study Group 05/09/2013**

**DRAFT** - minutes of the meeting of the County Organization Study Group

Sawyer County Board of Supervisors

May 9, 2013; 5:30 p.m.; Assembly Room, Sawyer County Courthouse

members present: Ron Kinsley (Vice-Chair), Chuck Gundersen, Dale Schleeter, Mike Coleson, Kris Mayberry

others present: County Surveyor Dan Pleoger, Real Property Lister Colleen Schott, Mapper Gerri Schultz, Geographic Information Specialist Brian DeVries; Zoning and Sanitation Technician Jay Kozlowski, Register of Deeds Paula Chisser, County Treasurer Dianne Ince, Ken Hebbe (KD Consulting), County Board member Warren Johnson

The Group reviewed options (prepared by Human Resource Manager Michelle Jepson) for the Real Property Lister position, including moving the position to the County Treasurer's Office or leaving the position in the Land Records Department (on file with the meeting minutes in the County Clerk's Office).

The Group reviewed County Surveyor Dan Pleoger's recommendation to leave the Real Property Lister position as part of the Land Records Department and his reasons for the recommendation (on file with the meeting minutes in the County Clerk's Office).

County Surveyor Dan Pleoger, Geographic Information Specialist Brian DeVries, Real Property Lister Colleen Schott, and Mapper Gerri Schultz spoke in support of Mr. Pleoger's recommendation.

The Group discussed the need for an additional staff person in the Land Records or County Surveyor/Land Records Department with an understanding/training/background with land records modernization, geographic information systems, surveying, and legal descriptions.

County Treasurer Dianne Ince indicated that she did not request or recommend that the Real Property Lister position be transferred to the County Treasurer's Office but that she had only indicated that she would be willing to accommodate the transfer if it was determined to be in the County's best interest.

Register of Deeds Paula Chisser also indicated that she did not request or recommend that the Real Property Lister position be transferred to the Register of Deeds Office.

Zoning and Sanitation Technician Jay Kozlowski advised the Group that employees of the Zoning and Conservation Department benefit from the proximity of the Real Property Lister, and that the Zoning and Conservation Department, Land Records Department, and County Surveyor's Office frequently work and will

continue to work together in assisting one another and the public.

Motion by Mayberry, 2<sup>nd</sup> by Kinsley, to recommend Personnel and Administrative Committee and County Board approval for the Real Property Lister position to remain in the Land Records or County Surveyor/Land Records Department, and to move forward with developing a position description for a Geographic Information System/Land Information Officer position in the Land Records or County Surveyor/Land Records Department. Motion carried.

Motion by Schleeter, 2<sup>nd</sup> by Gundersen, to adjourn the meeting. Motion carried.

minutes prepared by Sawyer County Clerk Kris Glenn Mayberry