

**Lincoln County Land Services Committee
Minutes of Thursday, March 14, 2024 3:30pm
Lincoln County Service Center, Room #257
(Meeting recording is available on the Lincoln County website: co.lincoln.wi.us)**

MEMBERS PRESENT In-Person: Marty Lemke, Elizabeth McCrank, Greg Hartwig, Randy Detert, and Greta Rusch

MEMBERS PRESENT Teleconference: None

MEMBERS ABSENT: Bill Bialecki (excused) and Steven F. Roets (excused)

DEPARTMENT HEADS/STAFF In-Person: Mike Huth (Land Services Administrator), Sarah Koss (Register of Deeds), Tony Dallman (County Surveyor), Thomas Boisvert (Conservation Program Manager), Sam Fenske (Finance Director), and Elizabeth Peronto (Program Assistant).

DEPARTMENT HEADS/STAFF Teleconference: none

VISITORS In-Person: none

VISITORS Teleconference: none

1. Call Meeting to Order – Meeting was called to order by Chair Lemke at 3:30pm.
2. Roll Call – Bill Bialecki and Steven F. Roets absent. All other members present.
3. Adopt Agenda – M/S McCrank/Hartwig to adopt the agenda as presented. Motion carried on a voice vote.
4. February 8, 2024 LSC Meeting Minutes – M/S Hartwig/Rusch to approve the 2/8/2024 minutes. Motion carried on a voice vote.
5. Public Comment – There was none.

DEPARTMENT REPORTS

6. Register of Deeds

- a) Monthly Financial Reports and End-of-Year (2023) Financial Report – Koss presented the reports. There was no discussion.
- b) Monthly Written Reports – Koss presented the report. Discussion occurred regarding death certificates/reports.

7. Land Services

- a) Administrator Department/Programs Report – Huth presented the department report. Discussion occurred.
- b) Monthly Financial Report – Huth presented the financial report. There was no discussion.
- c) Zoning Program Manager/Land Services Administrator Timesheets (1/22/2024 – 3/3/24) –

M/S Depasse/Detert to approve the timesheets. Motion carried on a voice vote.

OLD BUSINESS

none

NEW BUSINESS

8. Agency Updates – There was none.
9. RFP bid for purchase replacement Survey GPS equipment – Huth, Fenske, and Dallman gave an overview of the proposed replacement equipment, interdepartmental need, and purchase proposal.

M/S Hartwig/Detert to approve and release the proposed RFP for bid and to authorize the sale of the old equipment. Motion carried on a voice vote.

10. NRCS Operational Agreement – Huth requested that the committee table this topic to the April LSC meeting for more time for staff to review.

M/S Detert/DePasse to bring this topic back at the April 11, 2024 meeting. Motion carried on a voice vote.

ANNOUNCEMENTS

11. Future Agenda Items – One rezone, NRCS Operational Agreement, and the Surveying Equipment RFP results.
12. Confirm next meeting/public hearing date – The next meeting will be April 11, 2024. The meeting will begin at 3:30p.m. with the public hearing beginning at 4:00pm.
13. Adjourn – M/S DePasse/Rusch to adjourn at 3:59p.m. Motion carried on a voice vote.

Minutes prepared by Elizabeth Peronto