

PLSS Preservation Committee Charter

Mission statement:

This Committee exists to establish criteria for PLSS Preservation grants, evaluate and prioritize PLSS Preservation grant applications, review grant work, and report grant performance measures with respect to Minnesota Statutes 381.125:

Subd 1. Grant program. The chief geospatial information officer, through the Geospatial Advisory Council established under section 16E.30, subdivision 8, shall work with the stakeholders licensed as land surveyors under section 326.02, to develop a process for accepting applications from counties for funding for the perpetuation of monuments established by the United States in the public lands survey to mark public land survey corners, as provided in section 381.12, subdivision 2, clause (1). Grants may also be used to update records and data regarding monuments. The chief geospatial information officer must establish criteria for prioritizing applicants when resources available for grants are not sufficient to award grants to all applicants. The criteria must favor providing grants to counties that demonstrate financial need for assistance.

Subd. 2. Report. By October 1, in each odd-numbered year, the chief information officer must submit a report to the chairs and ranking minority members of the committees in the senate and the house of representatives with jurisdiction over state government and local government. The report must include the following:

- (1) a summary of the chief information officer's activities regarding administration of this grant program for the previous fiscal year, including the amount of money requested and disbursed by county.
- (2) an assessment of the progress toward completion of necessary monument restoration and certification by county; and
- (3) a forecast of the amount needed to complete monument recertification in all counties.

Objectives and Deliverables:

Aid Minnesota Geospatial information Officer (GIO) and the Minnesota Geospatial Information Office (MnGeo) in developing a PLSS Preservation grant program pursuant to 381.125. Review grant applications, prioritize and recommend grant recipients to the GIO and MnGeo. Review completed projects for compliance with the grant program and assist with creation and/or review of performance measure reports for the legislature.

Resource requirements and timing:

The majority of the resources needed for the operation and maintenance of the Committee will be the volunteered time of its membership for meetings, review and recommendation of grant applications, review of final deliverables of the grant program, participation in outreach and research, development of materials for the use of the Committee and preparation of documentation to support its activities.

By acceptance of this charter, the Geospatial Advisory Council (GAC) authorizes this Committee to work with the GIO and MnGeo to advise them directly on grant-related recommendations. The Committee's recommendations will be reported at quarterly GAC meetings.

The PLSS Preservation Committee will identify and communicate with stakeholders in the geospatial community about the PLSS Preservation grants.

The committee will meet monthly or as needed.

Anticipated participants and their roles and responsibilities:

Chair: MnGeo Survey Coordinator

Vice-chair: GAC Surveyor member

Membership:

(1) The Committee chair and vice chair shall ensure the committee has a minimum of 10 members (including the Committee Chair and Vice-chair) who will submit grant program recommendations to the GIO. By October 31, 2023 the chair and vice chair, in consultation with the GIO, the GAC, Minnesota professional surveying associations, MN GIS/LIS Consortium and public stakeholders shall ensure that the members of the committee include members, as follows:

(a) Chair (MnGeo Survey Coordinator)

(b) Vice Chair (GAC Surveyor Member)

(b) At least 5 members must be land surveyors licensed in Minnesota, 1 of whom must also be serving as a County Surveyor. The surveyor members must be representative of different geographic areas of Minnesota, including members from the Metropolitan Statistical Areas (Minneapolis/St. Paul, Duluth, Rochester, St. Cloud) and outside of said Metropolitan Statistical areas.

(2) Members of the committee will be expected to commit to attending committee meetings and participating in discussions. For consistency, the recommended commitment for committee members is 2 years.

(3) Members of the Committee shall serve without compensation

Conflict of Interest:

A committee member may not participate in a recommendation of the committee in which the member has either a direct or indirect personal financial interest. While serving on the committee, a member shall avoid any potential conflict of interest. Each committee member who contributes to a recommendation for grant funding to the GIO must complete a conflict-of-interest document to be provided by the committee chair.

Stakeholders:

Stakeholders in the PLSS Preservation Committee include, but are not limited to, the following.

- Minnesota Counties
 - Geographic information data stewards and users
 - Recorders
 - Assessors
 - Auditors
 - County Surveyors and Engineers
- All survey professionals
- Municipal, park district or special district staff who utilize PLSS data.
- Geospatial professionals and groups such as the members of the Minnesota Association of County Surveyors (MACS), Minnesota Society of Professional Surveyors (MSPS) and Minnesota GIS/LIS Consortium.
- Private vendors who work with county governments to develop and maintain PLSS and cadastral data.
- Regional collaborative groups such as the Arrowhead Geospatial Collaborative, MetroGIS, Pine-To-Prairie GIS User Group, South Central Minnesota GIS User Group, Southeast Minnesota GIS User Group
- State agencies, federal agencies and other partners who require PLSS and cadastral data to conduct their

work including the Department of Revenue, Department of Transportation, Department of Agriculture, Department of Natural Resources, Pollution Control Agency, and Minnesota Geospatial Information Office.

- Members of the general public.

Prepared by: GAC Parcel and Land Records Committee (PLRC) Remonumentation Subcommittee

Date approved by the Geospatial Advisory Council: M a y 2 5 , 2 0 2 3

- Revised 9/08/2023.