

REGISTER OF DEEDS

Accurately recording, preserving, and providing secure public access to the County's vital records and real estate documents in accordance with Wisconsin law.



Ellen Schleicher
Register of Deeds



The Register of Deeds serves as the primary repository for all land-related documents and vital records essential to every individual in Sheboygan County. This data supports numerous federal and state agencies, including the Departments of Revenue, Transportation, and Health and Human Services, as well as essential County departments like Veteran Services and Planning & Conservation. Notably, 80% of fees collected are distributed to the State of Wisconsin, while the remaining 20% is retained locally; currently, the Register of Deeds Office operates without the use of any County tax levy.

The Office's goal is to ensure customers receive their requests in a timely, competent manner. Staff strive to record, process, and return submitted land documents as soon as possible, with most mail-in requests processed and returned the following day. Vital record requests are acted upon immediately once forms are completed, reflecting a respect for the community's time and a commitment to providing efficient, professional service to every constituent.

2025 Achievements



4,711 walk-in customers assisted



Postage costs reduced by \$4,500 through digital returns



Strengthened privacy with judicial security policy



2025 YEAR IN REVIEW

In 2025, the Register of Deeds Office successfully navigated several major technological transitions, including the county-wide shift to Google Workspace and the implementation of the Tyler Munis ERP system. While these new platforms challenged existing procedures, the Office effectively adapted its daily deposits and reporting structures to ensure operational continuity. Additionally, the department also met the mandates of Act 235 Judicial Security legislation by establishing a County-wide policy and utilizing new software to secure sensitive record requests.

Last spring, the Office also implemented the Swift program, which allows for the automatic electronic return of documents after posting. This initiative, combined with a new policy requiring self-addressed envelopes for paper returns, has been a positive experience for customers with zero reported complaints. These modernized workflows resulted in a postage savings of \$4,500 and enabled the Department to provide significant additional revenue to the County's general fund.

2025 BUDGET

Revenues	\$ 820,488
Expenses	\$ 730,202
Transfers In/Out	\$ 66,361
(Under)/Over Budget	\$ (156,647)

2026 LOOK AHEAD

The primary focus for 2026 will be navigating several major state-mandated software transitions, including the Department of Revenue's My Tax Account and the State Vital Records' WAVE program. The Office aims to be a test site for these systems to ensure a smooth transition for residents. To enhance public safety, the department recently added a Notary index to its database to help detect notary fraud and continues to encourage residents to sign up for the free Property Fraud Alert system.

Looking forward, the Office is working with IT to replace the current phone tree with a more user-friendly system and is developing procedures to ensure operations can continue in the event of a cybersecurity breach. Additionally, the Office plans to streamline its records by consolidating over 200 document types to improve search criteria, continuing its commitment to making the Office more efficient and productive for the community.