

Board of Tax Assessors Meeting

Minutes of the January 13, 2022 Meeting

Members Present: Daniel Clifford, Dennis Conway, Mary Beth Burnette, Raymond Gunnin and Tommy Mann were present for the meeting.

Staff Present: Steve Swindell, Gregg Boutilier, Sandy Forrester, Ricky Hitt, Terri Jackson, Lee Johnson, Becky Parker, Rhonda Peterson and Jenny Thomas were present for the meeting.

Attorney: Darrell Caudill of Roach, Caudill & Frost LLP was present for the meeting

Call to Order: Dennis Conway called the meeting to order.

Adoption of Agenda: Motion by MaryBeth Burnette to adopt the meeting agenda, seconded by Tommy Mann and approved by all Members.

Election of 2021 Officers: Motion by MaryBeth Burnette to nominate Dennis Conway as Chairman, seconded by Tommy Mann and approved by all Members. Motion by Daniel Clifford to nominate MaryBeth Burnette as Vice Chairman, seconded by Raymond Gunnin and approved by all Members.

Appointment of Secretary: Motion by MaryBeth Burnette to appoint Jenny Thomas as secretary, seconded by Raymond Gunnin and approved by all Members.

Approval of Minutes: Motion by MaryBeth Burnette to approve the December 20, 2021 minutes, seconded by Raymond Gunnin and approved by all Members.

Public Comments: None.

New Business: Motion by MaryBeth Burnette to move Batch 3P, Batch P1, Batch 1A, Batch 5CB, Batch 5CC, Batch 5CR and Batch 5P to consent agenda and follow staff recommendations, seconded by Tommy Mann and approved by all Members.

Consent Agenda:

Digest Changes:

Residential Appraisal Department, Lee Johnson, Senior Appraiser
Batch 3P, Prior Year Changes

Personal Property Department, Jennifer Hoskins, Project Manager
Batch P1, Standard Agenda

Rural Department, Ricky Hitt, Senior Appraiser
Batch 5CB, CUVA Breaches
Batch 5CC, CUVA Continuation
Batch 5CR, CUVA Releases
Batch 5P, Previous Tax Year Changes

IV. Approval of 2021 Mobile Home Pre-Bill Digest: Motion by Daniel Clifford to approve, seconded by MaryBeth Burnette and approved by all Members.

V. Chief Appraiser's Report

Steve reviewed the 2022 Budget report.

Steve presented Becky Parker with a 20 Years of Service award.

Legislative Session opened Monday.

Steve met with delegation members at the Bluffs last Wednesday.

Personnel reviews have begun and should be completed by the end of January.

Steve and Dennis thanked Daniel Clifford for his 12 years of service on the Board of Assessors.

The office will be closed on Monday, January 17, 2022 in observance of Martin Luther King Jr Day.

The next meeting will be Thursday, January 27, 2022 at 9:00 AM.

VI. Attorney's Report / Executive Session: None

IV. Adjournment: Motion by MaryBeth Burnette to adjourn the Regular Meeting, seconded by Raymond Gunnin and approved by all Members.

Dennis Conway, Chairman

Jenny Thomas, Secretary