

CHATTOOGA COUNTY
BOARD OF TAX ASSESSORS

Chattooga County
Board of Tax Assessors
Meeting of January 16, 2012

Attending: William M. Barker
Hugh T. Bohanon Sr.
David Calhoun
Gwyn W. Crabtree
Richard Richter

- A. Leonard Barrett, Chief Appraiser – present
- B. Wanda Brown, Secretary - present

I. Appointments: *No appointments at this time.*

OLD BUSINESS:

II. BOA Minutes:

- a. Meeting Minutes January 9, 2012 – *The Board of Assessors reviewed, approved and signed.*

III. BOA/Employee:

- a. *Board member Ms. Crabtree received a check, GAAO mail and training packet.*
- b. **Time Sheets PE January 16, 2013: *The Board reviewed, approved and signed.***

c. Board of Assessors Training:

The current status of each Board member's training hours was received from Goldine Shaw, Department of Revenue on January 4, 2013 and indicates the following:

- William Barker – Requires 20 hours by April 1, 2014.
- Hugh T. Bohanon – Requires 40 hours immediately
- David A. Calhoun - Requires 40 hours immediately
- Gwyn Crabtree - Requires 40 hours immediately
- Richard L. Richter – Requires 20 hours by November 11, 2013.

A copy of the information from Ms. Shaw along with registration forms and training calendars were received by each board member in meeting of January 9, 2013 – Requesting the Board of Assessor's acknowledge and return signed registration forms if planning to attend the next 40 hour Assessor's Certification Course.

The Board acknowledged – no forms were submitted by the Board members to register at this time.

IV. BOE Report: Roger to forward via email an updated report for Board's review.

- a. **Total Certified to the Board of Equalization – 79**
 - Cases Settled – 64
 - Hearings Scheduled – 0
 - Remaining Appeals – 13*The Board acknowledged.*

V. Time Line: Leonard will be forwarding updates via email – Timeline updates forwarded to the Board January 15, 2013 – *The Board acknowledged receiving the timeline updates via email.*

VI. Pending Appeals, letters, covenants & other items: Appeals and Appeal Status:

a. 2011 Appeals taken: 233

Total appeals reviewed by the Board: 226

Processing: 7

Pending appeals: 7

2012 Appeals taken: 153

Total reviewed by the Board: 42

Pending appeals: 111

Weekly updates and daily status kept for the 2011 and 2012 appeal logs: *Wanda A. Brown.*
The Board acknowledged.

NEW BUSINESS:

VII. Appeals 2011: There are seven appeals being processed with Chad Bierkamp and Roger Jones. Leonard requested a status update from Chad and Roger after the Board inquired about the status in the last meeting of January 9, 2013 (*there was no change in status*) – *The Board Chairman asked if there has been any progress on the remaining 2011 appeals. Ms. Crabtree and Mr. Bohanon inquired as to why the seven remaining 2011 appeals are not being worked on. The secretary informed the Board that there has been no word from the appraisers with these appeals. Leonard Barrett, chief appraiser commented to the Board that there have been several difficulties (computer and technical problems with three sometimes four of the computers in the office, new computers being installed, training with the office closing for an entire day, and previously the holiday schedule). The Board acknowledged.*

VIII. Appeals 2012: There are no 2012 appeals at this time due to seven outstanding 2011 appeals The Board instructed completing the 2011 appeals before reviewing 2012 appeals requiring extensive research and data collection. *The Board acknowledged.*

IX. Invoices and Informational Items:

- a. **Personal Property Tax:** GSI Invoice: Print and Mail Returns: Invoice Date 1/2/2013: Invoice #9279: Amount Due \$784.85 – *The Board reviewed, approved and signed.*
- b. **January Backups:** GSI Invoice: Invoice Date 1/2/2013: Invoice #9282: Amount Due \$40.00 – *The Board reviewed, approved and signed.*
- c. **Map/Parcel:** 15-16, Property Owner: Nancy Wilson Smith, Tax Year: 2012, BOEq value adjustment results in refund – *The chairman signed.*
- d. **County Attorney, Chris Corbin:** Questions on Margaret Henderson and Bill Ramsey's files. *The Board acknowledged receiving email correspondence pertaining to Bill Ramsey's 2012 appeal and Margaret Henderson's covenant file.*

X. Employee Annual Reviews:

- a. **Wanda A. Brown** – Leonard Barrett prepared and submitted the employee review and Wanda A. Brown signed and submitted her review to the Board – *The Board reviewed and signed.*
- b. **Kenny L. Ledford** – Leonard Barrett prepared and submitted the employee review and Kenny L. Ledford signed and submitted her review to the Board – *The Board reviewed and signed.*

- c. **Johnny Pledger** – Leonard Barrett prepared and submitted the employee review and Johnny Pledger signed and submitted her review to the Board – *The Board reviewed and signed.*

XI. Executive Session:

- a. *Motion to go into executive session at 9:35 a.m.*
- b. *Motion: Mr. Bohanon*
- c. *Second: Mr. Richter*
- d. *Vote: all in favor*

- e. *Motion to go return to regular session at 9:40 a.m.*
- f. *Motion: Mr. Bohanon*
- g. *Second: Mr. Richter*
- h. *Vote: all in favor*

XII. Meeting adjourned – 9:41 a.m.

William M. Barker, Chairman
 Hugh T. Bohanon Sr.
 David A. Calhoun
 Gwyn W. Crabtree
 Richard L. Richter

WMB

HC

