



TALBOT COUNTY

Board of Tax Assessors

Ronnie M. Hendricks, Chairman

Daniel B. Coffee, Vice-Chair

Leticia A. Cook, Member

Lauren A. Harbin, Secretary

38 South Jefferson Ave

PO BOX 337

Talbotton, GA 31827

(706) 665-3377

Board of Assessors

Meeting Minutes

December 8, 2015

1. MEETING CALLED TO ORDER BY THE BOARD OF TAX ASSESSORS

The meeting was called to order by Chairman Ronnie M. Hendricks at 4:00pm at the Tax Annex. A quorum was present including the following: Ronnie M. Hendricks, Daniel B. Coffee, Lauren A. Harbin, Secretary, Muriel Marshall entered at 4:30pm.

2. Approval of November 17, 2015 minutes

A motion was made by Vice-Chairman Coffee to approve the minutes from November 17th as presented, Chairman Hendricks seconded the motion, there was no discussion the motion carried 2-0-0.

3. Public Comment

a. Appearances –

- i. Juanita Ingram appeared before the Board of Assessors to discuss the increase in her property taxes. She was concerned that her taxes had increased for the past 2 years. In 2013 her value was \$98,311, in 2014 her value was \$117,608, and in 2015 her value increased to \$167,248. The Board of Assessors asked Mrs. Harbin the Chief Appraiser to please explain the value increases. Mrs. Harbin informed the Board that in 2014 former Chief Appraiser Mr. Bussey had done a reevaluation on homes and that was the reason for the increase in 2014. However, in 2015 Mrs. Harbin discovered numerous houses on the digest without sketches, and in reviewing Oak Mountain Estates Ms. Ingrams home was one of those houses. Once the house was measured it was discovered that Ms. Ingrams home had been undervalued since the time of construction due to an error in the estimate Mr. Bussey had used on square footage. Chairman Hendricks then explained to Ms. Ingram that at this time in the digest process they were not able to make any changes to her property value so long as the factual characteristics were correct. He also advised her of the appeal process. Vice-Chairman Coffee explained that in

2016 she would have those same appeal rights and for her to follow those if she was unhappy with her value. Ms. Ingram thanked the Board for their time.

- ii. Loraine Bishop appeared before the Board of Assessors and asked to discuss personnel issues in Executive Session. Chairman Hendricks explained to Ms. Bishop that he did not feel her concerns were a matter for executive session. Vice-Chairman Coffee concurred. Ms. Bishop then stated that she would take her issues up with the Board of Commissioners. At that time Chairman Hendricks told Ms. Bishop that they would be glad to hear her concerns in regular session. Ms. Bishop then shared her concerns as a taxpayer and a contract worker for the Tax Commissioners office. Chairman Hendricks advised that Mrs. Harbin had been instructed to deal directly with Mr. Huff on important matters requiring coordination between the offices. Vice-Chairman Coffee also thanked Ms. Bishop for her dedication to the Tax Commissioners office and the people of Talbot County.

4. Old Business

a. Status updates on consultant recommendations

- i. CAMA schedules- Mrs. Harbin informed the Board that the Land Reval with GMass was under way. She also stated that Mr. Reese from GMass had provided her with Sales Questionnaires and that they had been printed and mailed to taxpayers.
- ii. Mobile Home Valuation- Mrs. Marshall presented the Board with a report on the progress of the Prebill Mobile Home valuation. The report will hereby be made a part of these minutes. The Board requested that this line item remain on the January agenda as old business.
- iii. Marine Personal Property- Mrs. Marshall provided the Board with an update on Marine personal property her summary is hereby made a part of these minutes. This line item will also remain for January.

5. New Business

- A. Value Report-None
- B. Error and Releases – Mrs. Harbin presented the Board with Error and Release statements that needed approval. Chairman Hendricks signed the applicable Error and Release forms.
- C. Budget Report- no updated budget report had been provided by the Board of Commissioners at this time.
- D. Homestead Applications – Homestead applications for 2016 were presented for Sidney Smith (S5), Davis Harvey (S4), Annie Hester Hobbs (S3), Eugene Searcy (S4), Linda Garrett (S4). A motion was made by Vice-Chairman Coffee to approve the homestead applications as presented, Chairman Hendricks seconded the motion, there was no discussion the motion carried 2-0-0.

E. BOE Appeal Hearings Update- Mrs. Harbin gave the Board a verbal update on the Miller appeal that was heard in Superior Court on December 7, 2015. The Superior Court judge reduced Mr. Millers value \$2500.

F. Conservation Use

i. Applications- None

ii. Releases- None

G. Forest Land Protection Act

i. Applications -None

ii. Releases - None

H. Member Matters –

i. Chairman Hendricks commended Mrs. Harbin for getting the Assessors Webpage for the County and QPublic updated with current information in a timely fashion. However, he noticed one error on the QPublic website homepage concerning the office hours. Mrs. Harbin stated she would put in a request to get that corrected immediately.

ii. Chairman Hendricks also asked Mrs. Harbin to explain the necessity of the office being unavailable occasionally from 11-2 for field work. Mrs. Harbin explained that there was a need at time for the staff to review properties in the field when only 2 staff members were present in the office that day. Vice-Chairman Coffee recommended that the notice on the door include a cell phone number so that in the event someone needed immediate assistance they could call and a staff member could come back to the office.

I. 2015 Prebill Mobile Home Digest- Mrs. Marshall asked for the Boards approval of the 2015 Prebill Mobile Home Digest with the changes including the NADA values. A motion was made by Vice-Chairman Coffee to approve the digest, Chairman Hendricks seconded the motion, the Board members asked Mrs. Harbin to confirm that there were no documents that needed signing and stated that if there was further business that needed carrying out concerning the Prebill Mobile homes that they would have a called meeting prior to January 5, 2016. The motion carried 2-0-0.

J. Updated Office Policy – Vice-Chairman Coffee instructed Mrs. Harbin to make a detailed review of the current Office Policy and propose any changes. He also suggested that a work session be called to go over the current policy and proposed changes if needed.

K. The vacancy Created through Promotion of Chief appraiser was discussed. Vice-Chairman Coffee made a motion to table any action on the vacancy and for Mrs. Harbin to work on

preparing a work force plan for office prior to the February meeting. Chairman Hendricks 2nd the motion and recommended that Mrs. Harbin get with Vice-Chairman Coffee if she had any questions about what the work force plan entailed. The motion carried 2-0-0.

L. Executive Session – There was no executive session

M. Announcements

i. Next scheduled meeting is tentatively scheduled for Tuesday January 12, 2016

O. Adjournment

A motion was made by Vice-Chairman Coffee to approve adjourn the meeting at 5:31pm.

Chairman Hendricks seconded the motion, there was no discussion the motion carried 2-0-0.

Submitted by Lauren A. Harbin, Secretary


Ronnie M. Hendricks, Chairman


Daniel B. Coffee, Vice-Chairman

Leticia A. Cook, Member