



# TALBOT COUNTY

## *Board of Tax Assessors*

*Ronnie M. Hendricks, Chairman  
Daniel B. Coffee, Vice-Chair  
Leticia A. Cook, Member  
Lauren A. Harbin, Secretary*

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### **Board of Assessors Called Meeting Minutes June 22, 2016**

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

The meeting was called to order by Vice-Chairman Dan Coffee at 1:30pm at the Tax Annex. A quorum was present including the following: Daniel B. Coffee, Leticia A. Cook, and Lauren A. Harbin, Secretary. .

Mrs. Harbin requested an amendment to the agenda to include approval of 30 Day Real and Personal Property Notice of Assessment and one 45 day Notice of Assessment for previously unreturned property. Mrs. Cook made a motion to amend the agenda and Vice-Chairman Coffee seconded the motion. This is be added as line item 4. To the agenda. Vote passed 2-0-0.

#### **2. Freeport Exemption Applications – Recommendations from the Chief Appraiser were provided to Board members, after consultation with Al Deen from M&W Consulting.**

- a. Robinson Paving – Ms. Cook motioned to accept recommendation of Chief Appraiser to deny the application. Vice-Chairman Coffee seconded the motion. The Board then asked Mrs. Harbin to show distinction between incomplete and complete schedule of inventory. Further clarifying in the proposed letter of denial that an asset list was submitted but schedule of inventory was not. The vote passed 2-0-0.
- b. Martin Marietta - Ms. Cook motioned to accept recommendation of Chief Appraiser to approve the application. Vice-Chairman Coffee seconded the motion. The Board then discussed the inventory schedule filed with the return. The vote passed 2-0-0.
- c. Brown Brothers Sand - Ms. Cook motioned to accept recommendation of Chief Appraiser to deny the application. Vice-Chairman Coffee seconded the motion. There was no further discussion. The vote passed 2-0-0.
- d. Junction City Mining - Ms. Cook motioned to accept recommendation of Chief Appraiser to deny the application. Vice-Chairman Coffee seconded the motion. There was discussion of the lack of a Freeport application within the personal property return, and whether or not it had been omitted. However, there was no Freeport inventory listed on the first page of the

return. Therefore, since no application was included and there was no schedule of inventory there was no further discussion. The vote passed 2-0-0.

3. Approve Contract for Services with M&W Consulting

- a. Contract for consulting services for Personal Property
- b. Contract for Personal Property Audit
- c. Contract for Personal Property Class

Ms. Cook made a motion to approve all contracts, Vice Chairman Coffee seconded the motion. Vice-Chairman Coffee inquired as to whether Mrs. Harbin had discussed budgeting concerns with the county manager, Carol Ison. Mrs. Harbin informed the Board that it had been discussed. Vice-Chairman Coffee also inquired as to whether the county attorney needed to review the contracts. Mrs. Harbin said she would follow up with Mrs. Ison about that as well. There was also further discussion from Vice-Chairman Coffee as to whether or not this class would count towards DOR certification. Mrs. Harbin indicated that it would not. The vote passed 2-0-0.

4. Approve 30 Day Real and Personal Property, and 45 day Notice of Assessments

Ms. Cook made a motion to approve the revised Notice of Assessment on all accounts listed on the 3 reports. Vice-Chairman Coffee seconded the motion. There was a brief discussion as to what initiates a 30 day Notice of Assessment. Mrs. Harbin informed the Board that any change made to the property record after the 45 day Notice of Assessment was mailed initiates a 30 day notice. There was no further discussion the vote passed 2-0-0.

5. Adjournment

A motion was made by Ms. Cook to adjourn at 2:30pm. Vice-Chairman Coffee seconded the motion. Vice-Chairman Coffee also shared that he went to the Chamber Banquet on the 20<sup>th</sup> of June and spoke with Commissioner Raines Jordan concerning budget concerns. There was no further discussion and the vote passed 2-0-0.

Submitted by Lauren A. Harbin, Secretary

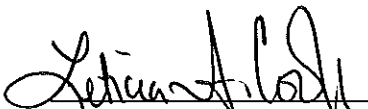
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Ronnie M. Hendricks, Chairman



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Daniel B. Coffee, Vice-Chairman



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Leticia A. Cook, Member