

TALBOT COUNTY

Board of Tax Assessors

talbottax@gmail.com
706.345.5527 phone
706.345.2163 fax

815 JEFFERSON AVE.
PO BOX 187
TALBOTT, GA 31097

MONTHLY MEETING

August 27, 2018

TAX OFFICE ANNEX

4:30 pm

AGENDA

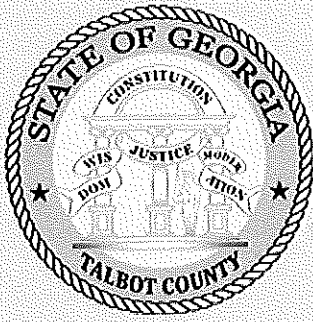
1. Call to Order
2. Approve Agenda, and any additions
3. Approval of Minutes
 - A. June 25, 2018
 - B. July 23, 2018 Meeting Canceled for lack of quorum
4. Public Comment
5. Old Business
6. New Business
 - A. Error and Releases
 - B. Budget Report
 - C. FY 2018-2019 Budget Status
 - D. Appeal Update
 - E. Homestead Applications for 2019
 - F. 30 Day Notice Report
 - G. Conservation Use
 - i. Applications
 - ii. Releases
 - H. Forest Land Protection Act
 - i. Applications
 - ii. Releases

Daniel B. Coffee, Chairman

Jon G. Hale, Jr., Vice-Chairman

Leticia A. Cook, Member

Lauren A. Harbin, Chief Appraiser



TALBOT COUNTY

Board of Tax Assessors

talbotco2@gmail.com
(904) 645-5877 phone
(904) 645-5877 fax

88 S. Jackson Ave.
PO Box 387
Talbotton GA 30897

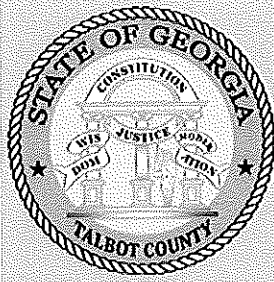
- I. Authorization to procure bids for Personal Property Audit
- J. Authorization to use statewide contract to get quotes on 4 wheel drive vehicle included in current budget
- K. Personal Property/Field Auditor Position Update
- L. Presentation of Internal 2018 Ratios
- M. Digest Submission Update
- N. Members Matters
- O. Executive Session
- P. Announcements
 - i. Next scheduled monthly meeting is tentatively _____ September ___, 2018.
- Q. Adjournment

Daniel B. Coffee, Chairman

Jon G. Hale, Jr., Vice-Chairman

Leticia A. Cook, Member

Lauren A. Harbin, Chief Appraiser



TALBOT COUNTY

Board of Tax Assessors

706.635.3377 phone
706.635.9168 fax

31 S. Jefferson Ave.
PO BOX 387
Tallapoosa, GA 30457

Daniel B. Coffee, Chairman
Jon G. Hale, Jr., Vice-Chairman
Leticia A. Cook, Member
Lauren A. Harbin, Secretary

Board of Assessors Meeting Minutes August 27, 2018

1. The meeting was called to order by Chairman Coffee at 4:34 pm at the office of the Talbot County Board of Tax Assessors. A quorum was present including the following: Daniel B. Coffee, Jon G. Hale, Jr., Leticia A. Cook and Lauren A. Harbin, Secretary.
2. The agenda was reviewed and a motion was made by Vice-Chairman Hale to approve the agenda as presented. Ms. Cook seconded the motion. The motion passed 2-0-0.
3. Vice-Chairman Hale made a motion to approve the minutes from June 23, 2018 as presented. Ms. Cook seconded the motion. There was no further discussion. The motion passed 2-0-0. The minutes from the settlement conference on June 23, 2018 were also presented. Ms. Cook made a motion to approve. Chairman Coffee seconded. Vice-Chairman Hale abstained the vote passed 2-0-1.
4. There was no public comment.
5. There was no old business.
6. New Business
 - A. Error and Releases- The Board of Assessors approved the Error and Releases, as presented with Vice-Chairman Hale making the motion and Ms. Cook offering the second. Mrs. Harbin gave the Board a brief review of the Error and Releases presented. The motion passed 2-0-0.
 - B. Budget Report – Mrs. Harbin presented an updated budget through June 30 as provided from the County Commissioners Office. No action was taken.
 - C. Mrs. Harbin shared a copy of the approved budget for the 2018-2019 fiscal year.
 - D. Mrs. Harbin informed the Board that at this time there are 13 pending appeals. One 2017 appeal that is going to Superior Court and 12 appeals for digest year 2018 that will go to the Board of Equalization. Mrs. Harbin also made note that there were several appeals from Timberlands II that were not included here due to the fact that the taxpayer representative indicated they would be waiving the appeals due to a previous agreement.
 - E. Homestead Applications for the future year 2019 were reviewed and approved or denied accordingly. Vice-Chairman Hale made the motion to approve the applications and Ms. Cook seconded the motion. There was no discussion. The motions passed 2-0-0. List of applicants attached.
 - F. Mrs. Harbin presented the Board with a list of all 30 day notices that have been mailed as of July 23, 2018.

G. Conservation Use

i. Conservation continuations were reviewed by the Board and Vice-Chairman Hale made a motion to approve as presented upon the recommendation of Mrs. Harbin. Ms. Cook seconded the motion. The motion carried 2-0-0. A listing of the Covenants is attached.

ii. Releases – . None

iii. The Board asked Mrs. Harbin to gather further information on the parcel split that could possibly be deemed a breach for 005-017-08 and 005-017-08B

H. Forest Land Protection-

i. FLPA continuations were reviewed by the Board and Vice-Chairman Hale made a motion to approve as presented upon the recommendation of Mrs. Harbin. Ms. Cook seconded the motion. The motion carried 2-0-0. A listing of the Covenants is attached.

ii. Releases- None

I. The Board authorized Mrs. Harbin to procure bids for a Personal Property audit. Mrs. Harbin stated that she would begin sending out those requests and report back to the Board with a recommendation as soon as possible. Vice-Chairman Hale made the motion with Ms. Cook offering the second. There was no further discussion. The motion passed 2-0-0.

J. Mrs. Harbin requested authorization to price the new vehicle, that was approved in the current budget, on the statewide contract and forward the information to the county manager. Vice-Chairman Hale made the motion with Ms. Cook offering the second. There was no further discussion. The motion passed 2-0-0.

K. Mrs. Harbin updated the Board on the Personal Property auditor position. The position was filled at the beginning of July with Ms. Janet Stiner. Ms. Stiner has already begun attending courses and has several upcoming classes scheduled. Mrs. Harbin also informed the Board that Mr. Hunter the part time employee is only working per his request when needed to fill in to keep the office open. He has stated he will be available for the week in November while the other employees are in training.

L. Mrs. Harbin presented the Board with the internal Sales Ratio studies that were performed. She noted that there were not enough sales to have a good study for the Commercial properties.

M. Mrs. Harbin updated the Board on the Digest submission progress. The Board of Commissioners and Education have set a millage rate and the digest will be taken to the Revenue Commissioner this week for approval.

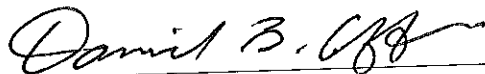
N. Chairman Coffee requested an update from the Chief Appraiser on her medical leave status. Mrs. Harbin informed the Board that she would be back to work with no restrictions on September 5, 2018. Chairman Coffee reminded Mrs. Harbin to reach out to payroll to discontinue the temporary pay increase for Mr. Leonard during the pay cycle following her return.

O. There was no executive session.

P. The next scheduled regular monthly meeting is tentatively Monday September 17, 2018 at 3:00pm..

M. A motion was made to adjourn the meeting at 5:52 pm by Ms. Cook. Vice-Chairman Hale seconded the motion and there was no further discussion. The motion passed 2-0-0.

Submitted by Lauren A. Harbin, Secretary



Daniel B. Coffee, Chairman

Jon G. Hale, Jr. Vice-Chairman


Leticia A. Cook, Member

8.27.18

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CUVA/FLPA Applications

8/27/18

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