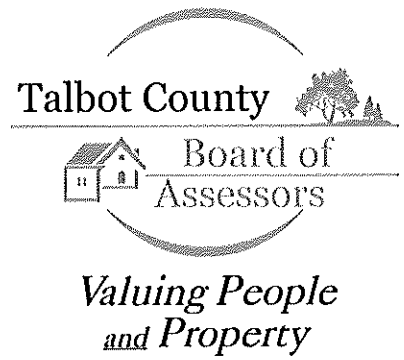


38 South Jefferson Ave.
PO BOX 337
Talbotton, GA 31827



MONTHLY MEETING
December 2, 2019
TAX OFFICE ANNEX
10:00am
AGENDA

1. Call to Order
2. Approve Agenda, and any additions
3. Approval of Minutes
 - A. November 4, 2019
4. Public Comment
5. Old Business
 - A. Personal Property Audit
 - B. 723 21st Place Investments Appeal Update
 - C. Bids for 2020 schedule updates
6. New Business
 - A. Error and Releases
 - B. Budget Report
 - C. Homestead Applications for 2020
 - D. Approval of Prebill MH digest
 - E. Members Matters
 - F. Executive Session
 - i. Pending Litigation
 - ii. Personnel
 - G. Announcements
 - i. Next scheduled monthly meeting is tentatively _____ January ___, 2020.
 - H. Adjournment

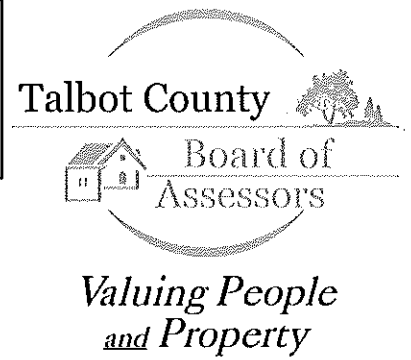
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Daniel B Coffee, Chairman
Sandra N. Higginbotham, Member
Omer L. McCants, Member
Lauren A. Harbin, Secretary



Board of Assessors
Meeting Minutes
December 2, 2019

1. The meeting was called to order by Chairman Coffee at 10:02 am at the office of the Talbot County Board of Tax Assessors. A quorum was present including the following: Daniel B. Coffee, Sandra N. Higginbotham (via teleconference), Omer L. McCants and Lauren A. Harbin, Secretary.
2. A motion was made by Mr. McCants to approve the agenda as presented. Mrs. Higginbotham seconded the motion. There was no further discussion. The motion passed.
3. A motion was made by Mr. McCants to approve the regular meeting minutes and the executive session minutes for the November 4, 2019 meeting as presented. Mrs. Higginbotham seconded the motion. There was no further discussion. The motion passed.
4. There was no public comment.
5. Old Business
 - A. Personal Property Audit- Mrs. Harbin gave the Board an update on the personal property audit. She provided the Board with audit reports to review as well as spreadsheets detailing which accounts were completed for review at the December meeting. The spreadsheets will be made a portion of these minutes. Mr. McCants made a motion to accept the values as presented in the audit reports for the aforementioned accounts. Mrs. Higginbotham seconded the motion. There was no further discussion. The motion passed 2-0-0. Mrs. Harbin also provided the Board with an overview from Mr. Al Deen concerning the progress of the audit. Mr. Deen requested subpoena power for the accounts listed in his report (this report will be made a portion of these minutes). Mr. McCants offered a motion to approve the issuance of subpoenas on the specified accounts. Mrs. Higginbotham offered the second. There was no further discussion and the motion carried 2-0-0. Mr. Deen's report also included accounts that would be receiving a pre subpoena letter.
 - B. 723 21st Place Investments Appeal Update – no update at this time
 - C. Mrs. Harbin informed the Board that there had been a typo on one of the bids for the reevaluation contract. Mrs. Harbin is on the agenda for the December Board of Commissioners meeting to request funding for the reevaluation as authorized at the November BOA meeting.

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6. New Business

- A. A listing of all error and releases was presented to the Board for approval. This list will be made a portion of these minutes. Mr. McCants made a motion to approve the E&R's as presented. Mrs. Higginbotham seconded the motion. There was no further discussion. The motion passed 2-0-0.
- B. Mrs. Harbin checked with the Commissioner's Office last Tuesday prior to the holidays and there was no updated budget report available.
- C. Homestead Applications for 2020 were presented to the Board for approval. The list of application will be made a portion of these minutes. Mr. McCants made the motion to approve the applications as recommended on the report for the 2020 digest year. Mrs. Higginbotham seconded the motion. There was a brief discussion about the application that is still pending for Mr. Epps. Mrs. Harbin indicated that he has until April 1, 2020 to provide the proper proof of address for approval. The motion passed 2-0-0. Mr. McCants then made a motion to deny the applications that were not recommended for approval. Mrs. Higginbotham seconded the motion. Mrs. Harbin indicated the applicants would be sent a letter explaining the denial and if the applicants were able to supply the necessary documents prior to April 1 the applications will be reconsidered. The motion passed 2-0-0.
- D. Mrs. Harbin presented the Prebill Mobile Home digest to the Board for approval. The Board members reviewed the digest. Mr. McCants made a motion to approve the digest as presented. Mrs. Higginbotham seconded the motion. There was discussion concerning the NADA tables and their application as well as the timeline for the prebill digest. The motion passed 2-0-0.
- E. Chairman Coffee requested to add a Chief Appraisers report to the agenda for the upcoming year. No other members had any matters to discuss.
- F.
 - a. A motion was made to enter executive session at 11:07 AM by Mr. McCants and Mrs. Higginbotham seconded the motion. The motion passed 2-0-0. Pending litigation was discussed. No motions were made.
 - b. A motion was made to exit executive session and return to regular session at 11:10 AM by Mr. McCants. The second came from Mrs. Higginbotham. There was no further discussion and the motion passed 2-0-0.

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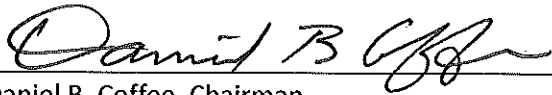
Daniel B Coffee, Chairman
Sandra N. Higginbotham, Member
Omer L. McCants, Member
Lauren A. Harbin, Secretary

G. Announcements

i. The date of January 3rd, 2020 at 10:00 am was set for the first meeting of the 2020 year.

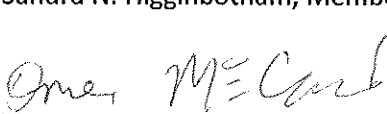
H. A motion was made to adjourn the meeting at 11:14 am by Mr. McCants and Mrs. Higginbotham offered the second. There was no further discussion. The motion passed 2-0-0.

Submitted by Lauren A. Harbin, Secretary



Daniel B. Coffee, Chairman

Sandra N. Higginbotham, Member



Omer L. McCants, Member

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