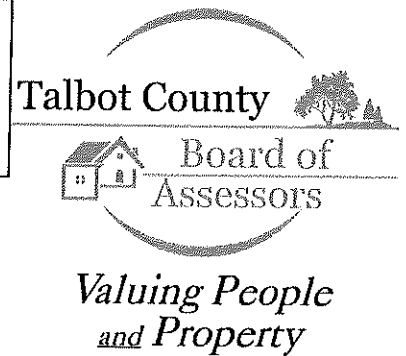


Person Ave.  
JX 337  
Albion, GA 31827

Daniel B. Coffee, Chairman  
Sandra N. Higginbotham, Member  
Bryan Watson, Member  
Lauren A. Harbin, Secretary



Board of Assessors  
Monthly Meeting Minutes  
January 3, 2025

1. The meeting was called to order by Chairman Coffee at 2:03 pm at the Tax Assessors Office. A quorum was present including the following: Daniel B. Coffee (via teleconference), Sandra N. Higginbotham, Bryan Watson, and Lauren A. Harbin, Secretary.
2. Mr. Watson made the motion to approve the agenda as presented. Vice-Chair Higginbotham seconded the motion. The motion passed unanimously.
3. Mr. Watson made a motion to nominate Daniel Coffee as Chairman. Mrs. Higginbotham seconded the motion. Mr. Coffee stated that he would accept the nomination, and the motion passed. 3-0-0. Mr. Watson then made a motion to nominate Mrs. Higginbotham as the Vice-Chair. Chairman Coffee seconded the motion. Mrs. Higginbotham indicated that she would accept the nomination. The motion passed 3-0-0.
4. Mrs. Harbin indicated that she had spoken with the other office staff, and they declined the opportunity to be Secretary to the Board of Assessors. Mr. Watson then nominated Mrs. Harbin, with Vice-Chair Higginbotham offering the second. Mrs. Harbin stated that she would accept the appointment. The motion was passed 3-0-0.
5. Mr. Watson made a motion to approve the December 1, 2024, minutes as presented. Vice-Chair Higginbotham seconded the motion. The motion passed unanimously.
6. A. Mrs. Harbin updated the Board that the conference for the Petition for Review from Mitchell Graham, agent for Timberlands II has been confirmed for January 17, 2024, at 1:00pm. Chairman Coffee asked Mrs. Harbin to email the County Manager, County attorney, and copy him giving them a brief update concerning the appeal status. Mrs. Harbin also noted that Mr. Graham had erroneously appealed two parcels that were no longer owned by Timberlands II and that the Board needed to sign the appeal waiver and release.  
  
B. Mrs. Harbin updated the Board that she received an email from the Tax Commissioners vendor that Prebill Mobile home bills were printed on 1/2/2025 and that they stated the Tax Commissioners office has the files.  
C. Mrs. Harbin informed the Board that the personal property return forms have not yet been mailed as the updates concerning the new legislation are not complete. She believes they will be ready for printing middle of next week.

D. The Public Utility notices were mailed 12/4/2024 and the 45-day appeal period is still underway. The appeal period will end January 18, however that is a Saturday, and the following Monday is a holiday so January 21 is the day that Mrs. Harbin plans to forward Public Utilities to the Tax Commissioner New Business Mrs. Harbin indicated that she had not received an updated Budget report prior to this meeting.

There were no Homestead applications to review.

There were no Conservation Applications to review.

Mrs. Harbin presented the Board with the current Veterans exemption value of \$121,812 (40%) that was received from the Department of Revenue. She recommended approval of the value as received. Mr. Watson made the motion to approve as presented, and Vice-Chair Higginbotham offered the seconded. There was no further discussion. The motion passed unanimously.

There were no Error and Releases for approval.

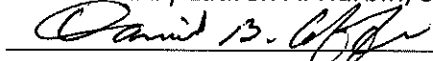
In the Chief appraisers update Mrs. Harbin informed the Board that she had been released from the doctor for light duty and returned to work yesterday. She also informed the Board that Mr. Dutton of the Coalition for a Better Government had asked her to join the leadership group with other County office heads. The Board stated that they had no issue with her attending the meetings.

In members matters Mr. Watson reminded the Board that he would be attending his first training course next week. There were no other members matters.

The next scheduled monthly meeting is tentatively set for February 11, 2025, at 2pm.

A motion to adjourn was made by Mr. Watson at 2:31 pm, Vice-Chair Higginbotham seconded the motion. The motion passed unanimously.


Submitted by Lauren A. Harbin, Secretary

  
\_\_\_\_\_

Daniel B. Coffee, Chairman

  
\_\_\_\_\_

Sandra N. Higginbotham, Vice-Chair

  
\_\_\_\_\_

Bryan Watson, Member