

**MINUTES
DEKALB COUNTY BOARD OF ASSESSORS
September 21, 2017**

A meeting of the DeKalb County Board of Assessors was held on Thursday, September 21, 2017. Present were the following:

**Vivian R. Ingersoll, Chair
James Vernor, PhD, MAI, Vice-Chair
Charlene Fang, Assessor
Robert A. Burroughs, Assessor
John W. Lawson, Assessor
Calvin C. Hicks, Chief Appraiser/BTA Secretary
Donna Rosser, Assistant Chief Appraiser
Norbert Schulz – Appraiser Supervisor - Residential
Brentnol Baker, Deputy Chief Appraiser – Commercial
Allen Alford, Supervisor – Business Personal Property
Teresa H. Nealey, Recording Secretary**

Absent: Brian Jennings, Deputy Chief Appraiser – Residential

CALL TO ORDER

The Chair called the meeting to order at 9:39 a.m.

APPROVAL OF AGENDA

The Chair called for a motion to approve the revised 9/21/17 Agenda, made by Jim Vernor and seconded by John Lawson. The Chair declared the Agenda approved as corrected.

APPROVAL OF MINUTES

The Chair called for a motion to approve the 9/7/17 Minutes, made by John Lawson and seconded by Robert Burroughs. The motion carried unanimously.

CITIZEN TIME

No citizens requested time to address the Board.

BOARD DISCUSSION AND ACTION ON STAFF RECOMMENDATIONS

The Chair called for a motion to approve batches 1 through 18 of this agenda made by Jim Vernor, seconded by Robert Burroughs. After discussion, account 5462633 was pulled from batch 11, the Chair called for a vote which passed unanimously.

APPROVAL OF 2017 PUBLIC UTILITY VALUES

Calvin Hicks and Allen Alford discussed the 2017 Public Utility reports with the Board. The Board previously received these reports electronically. The Chair called for a motion to approve the Values as presented, made by John Lawson and seconded by Jim Vernor. The vote passed unanimously.

STAFF REPORTS

See attached.

CHIEF APPRAISERS' REPORT

See attached.

OTHER BUSINESS

Jim Vernor discussed with the Board the upcoming GAAO One Day Seminar in Young Harris, Georgia on Monday, October 9, 2017 and the Annual Short Course Training Program November 13-17, 2017 in Athens, Georgia.

EXECUTIVE SESSION

The Chair called for an Executive Session, made by John Lawson and seconded by Robert Burroughs and Charlene Fang. The session started at 11:02 a.m. A personnel matter was discussed. No action was taken. John Lawson made a motion to adjourn to General Session, seconded by Robert Burroughs. The session ended at 11:09 a.m.

This session was conducted in accordance with O.C.G.A. 50-14-4 (The Open Meetings Act.)

GENERAL SESSION

The Chair reconvened to General Session at 11:09 a.m. There was no action taken in Executive Session.

ADJOURNMENT

The Chair called for any further business to come before the Board, hearing none she called for a motion to adjourn made by John Lawson, seconded by Charlene Fang. The meeting was adjourned at 11:21 a.m.

This meeting was conducted in accordance with O.C.G.A. 50-14-(1-6).

Signed by:


Calvin C. Hicks, Jr.
Chief Appraiser/BTA Secretary

Date Approved:

10-5-17