

IT / EQUALIZATION COMMITTEE

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MEMBERS

Dustin Krasny, Nancy Jenkins-Arno, Ralph Tillotson

MEETING LOCATION

301 N. Main Street - Adrian, MI

Minutes: Thursday, June 1, 2023 – 1:30 p.m.

Present: Commissioners Jenkins-Arno, Tillotson, and Van Doren

Absent: Commissioner Krasny

Also Present: Commissioner Bales, Kim Murphy, Shannon Elliott, Jen Ambrose, Ben Ricker, Micah Hassenzahl, Shelly Delong, and Rebecca Borton

I. Approval of Minutes

Motion by Tillotson, supported by Van Doren, to approve the minutes of the May 4, 2023 meeting. Motion carried.

II. Information Technology

A. Finance Reports: The finance report was reviewed.

Motion by Van Doren, seconded by Tillotson, to accept the finance report and place it on file. Motion carried.

B. IT Report: IT Director Ben Ricker reviewed the status of several IT projects including the computer replacement program, server upgrades, Windows upgrades, Cisco phone system, and the prosecutor's upgrade.

C. Department Reports: Kim reviewed a letter from MMRMA regarding a RAP grant that provided 50% reimbursement for a fob system. All departments are encouraged to be aware of MMRMA grant opportunities.

D. Updates/Other IT Business: There were no other updates or IT business to discuss.

III. Communications

Jennifer Ambrose provided an update on communications including website visitors, and website resources. As well as department newsletters, and communication efforts.

IV. Equalization

A. Updates/ Other Business: Shelly reported that state reports are being submitted, millage rates have been sent out, and taxes will go to the printer the week of June 9th. The taxable value form has been submitted to the state, the sales study is being conducted, and an audit will be conducted this year.

The County Equalization Department provides assessing services for the townships of Adrian, Clinton, Macon, Raisin, and Rome.

B. Public Comment: There was no public comment.

V. Adjournment

Motion by Tillotson, seconded by Van Doren, to adjourn the meeting at 1:51 p.m. Motion carried.

KLM/rdb