

IT / EQUALIZATION COMMITTEE

301 N. Main St, Adrian, MI 49221
p: 517-264-4508 | f: 517-264-4512
lenawee.mi.us



MEMBERS

Dustin Krasny, Nancy Jenkins-Arno, Ralph Tillotson

MEETING LOCATION

301 N. Main Street - Adrian, MI

Minutes: Thursday, July 6, 2023 – 1:30 p.m.

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

Also Present: Carolyn Bater, Wanda Suydam, Kim Murphy, Shannon Elliott, Jen Ambrose, Ben Ricker, Rick Richardson, Bruce Nickel, Shelly Delong, and Rebecca Borton

I. Approval of Minutes

Motion by Tillotson, supported by Jenkins-Arno, to approve the minutes of the June 1, 2023 meeting. Motion carried.

II. Information Technology

A. Finance Reports: Administrator Murphy reviewed the finance report.

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

C. Communications: Jennifer Ambrose provided an update on communications including website visitors, and website resources. As well as department newsletters, and communication efforts. Jennifer presented a preview of the County website upgrade.

D. Department Reports: There were no department reports.

E. Updates/Other IT Business: There was a discussion regarding broadband funding and mapping. The Lenawee County Board of Commissioners awarded \$75,000 of ARPA funds to DCS Technology to map broadband availability throughout the County. A special Board of Commissioners meeting is set for July 27, 2023, at 7:00 p.m.

It was noted that the Lenawee County Fair will be running that week. Kim reminded the committee that the meeting will be recorded and available on the website.

III. 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. Property Records Access: Bruce Nickel addressed the board regarding township zoning and access to property records for the purpose of zoning. He would like the Board of Commissioners to consider providing local municipalities with free access.

Shelly noted that assessors have access to the Equalization system.

Mr. Nickels clarified that he is inquiring about the Register of Deeds records.

Carolyn explained that assessors have access to the Register of Deeds records. A hard copy is provided to the Equalization Department and Equalization organizes and distributes them to the municipality; they just need to pick them up.

Online access is available to the public as a thumbnail view of the documents along with the information. Full access is available by establishing an escrow account. Once an escrow is open there is a \$1 charge per printed page should they choose to print it. Open accounts are required to print at least one page every six months.

C. Public Comment: There was no public comment.

IV. Adjournment

Motion by Jenkins-Arno, seconded by Tillotson, to adjourn the meeting at 2:10 p.m. Motion carried.