

# IT / EQUALIZATION COMMITTEE

**Martin D. Marshall**  
Administrator

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## Members

*Chris Wittenbach, John Lapham, Dawn Bales*

**Minutes:** Thursday, September 3, 2020 – 1:30 p.m.

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**Present:** Commissioners Wittenbach, Bales, Lapham, and Stimpson

**Also Present:** Matt Richardson, Shelly DeLong, Kim Murphy, Marilyn Woods, and Rebecca Borton

### I. Approval of Minutes

*Motion by Lapham, supported by Bales, to approve the minutes of the June 4, 2020 meeting. Motion carried.*

### II. Information Technology

**A. Finance Reports:** Kim Murphy reviewed the finance report; the current fund balance is \$300,876.21.

**B. IT Report:** Matt Richardson reviewed work performed by the IT Department and the status of the 2020 Capital Improvement Projects.

### III. Equalization

**IV. Director report:** Shelly DeLong provided highlights of the Equalization Department and noted that the State of Michigan has advised that the designated assessor for the County needs to be appointed by the end of the year. They will only have to perform duties for any jurisdiction that has failed the AMAR. The designated assessor will be approved by the majority of the jurisdictions, Board of Commissioners, and then approved by the State.

**V. Updates / Other Business:** There were no other updates.

### VI. Adjournment

*Motion by Bales, seconded by Lapham, to adjourn the meeting at 1:41 p.m. Motion carried.*