

MINUTES
January 7, 2021

James Puckett (Assessor) called the meeting to order at 9:00 A.M. Others in attendance were Felicia Williams (Assessor), Gretchen Quarterman (Assessor), Silas Hrobar (Chief Appraiser), Derek Pinkerton (Real Property Appraiser Supervisor), Walter & Will Elliott (County Attorneys), and LaKassa Baker (Secretary).

Ms. Williams gave the invocation.

Everyone stood for the Pledge of Allegiance.

Mr. Puckett made a motion to make Ms. Williams the Chairman of the Board and Ms. Quarterman seconded the motion. Motion carried. All agreed.

Ms. Williams made a motion to make Mr. Puckett the Vice Chairman of the Board and Ms. Quarterman seconded the motion. Motion carried. All agreed.

Mr. Puckett made a motion to keep Ms. LaKassa Baker as secretary and Ms. Quarterman seconded the motion. Motion carried. All agreed.

The meeting schedule for 2021 was presented to the board for approval. Ms. Quarterman made a motion to approve the 2021 meeting schedule and Mr. Puckett seconded the motion. Motion carried. All agreed. The meetings will be held the first Thursday of each month at 9:00 A.M.

Minutes from the meetings held December 3rd and December 17th were reviewed by the board for approval. Mr. Puckett made a motion to approve the minutes as submitted and Ms. Quarterman seconded the motion. Motion carried. All agreed.

At this time, Ms. Williams called for a motion to go into Executive Session for privileged attorney-client communication regarding pending or potential litigation. Mr. Puckett made a motion to go into Executive Session and Ms. Quarterman seconded the motion. Motion carried. All agreed.

Executive Session began at 9:05 A.M.

Executive Session ended and the regular meeting reconvened at 9:35 A.M.

Mr. Puckett made a motion to settle the appeal that was discussed during Executive Session and Ms. Quarterman seconded the motion. Motion carried. All agreed.

Al Deen (Deen's LLC) gave the board an update on the personal property department. He plans to have the personal property returns uploaded to the vendor (South Data) and ready to be printed and mailed on January 11th.

Mr. Deen presented a list of 2020 appeals to be certified to the Board. After discussion, Mr. Puckett made a motion to approve the appeals being forwarded to the Board of Equalization and Ms. Quarterman seconded the motion. Motion carried. All agreed. (List in Minutes)

Mr. Deen also presented several ACO's (Digest Corrections) to the board for approval. After discussion, Ms. Quarterman made a motion to approve the ACO's and Mr. Puckett seconded the motion. Motion carried. All agreed. (List in Minutes)

Mr. Pinkerton presented the 30-day notice list to the board for 2020 appeals that has been worked by the appraisal staff. After discussion, Mr. Puckett made a motion to approve the list and Ms. Quarterman seconded the motion. Motion carried. All agreed.

The E & R and NOD List for December was presented to the board for approval. After discussion, Mr. Puckett made a motion to approve the list as submitted and Ms. Quarterman seconded the motion. Motion carried. All agreed. (List in Minutes)

The PT311W (Appeal Withdrawal Forms) List for December was presented to the board for approval. After discussion, Mr. Puckett made a motion to approve the list as submitted and Ms. Quarterman seconded the motion. Motion carried. All agreed.

Mr. Hrobar asked the board if they would like to continue holding the meetings in the office or in another location and the board agreed that the meetings will still be held in the office.

The board discussed having work sessions. They decided to have called meetings for work sessions rather than having them scheduled.

Having no further business to discuss, Ms. Williams called for a motion to adjourn the meeting. Mr. Puckett made a motion to adjourn the meeting and Ms. Quarterman seconded the motion. Motion carried. All agreed.

The meeting adjourned at 11:00 A.M.

Minutes submitted as recorded by:


LAKASSA BAKER, Secretary