

**BOARD OF ASSESSORS  
CHATHAM COUNTY, GEORGIA**

Members Present: Terry Tolbert – Chairman  
Thomas Boondry - Vice-Chairman  
James A. Gunter – Secretary  
Laura Hegstrom – Member  
Excused Absence: Dr. Kathryn Martin – Member  
Others Present: Roderick Conley – Chief Appraiser  
Robbin Bowen – Deputy Chief Appraiser  
Abda Quillian – Legal Counsel  
Stephanie Bridges – Recording Secretary

**PERSONNEL RECOGNITION**

Joseph Bell was introduced to the board members.

1. Staff Training

Course I: Certification for Assessors

Ellandria Sams  
Bonnie Thomas  
Vanessa Mitchell  
Dan Wiglesworth  
Marsha Lindorme

Specialized Assessments

Carol Osborne  
Stephanie Bridges

**CITIZENS ITEMS**

None

**DIVISION MANAGER STAFF REPORTS**

Division managers gave reports on status of appeals, transfers, homestead exemptions and new PINs. Maryellen Burner mentioned new procedure for BOA appeals to Superior Court. Stacey Scott mentioned having the Board member vote on an ‘Office Slogan’.

**APPROVAL OF MINUTES**

Mr. Gunter made a motion to **approve** the following:

**Minutes of the August 21, 2014 Regular Meeting with one change.**

Ms. Hegstrom seconded. The motion passed with a unanimous vote.

**OLD ITEMS**

None

**CONSENT AGENDA – NEW ITEMS**

Mr. Boondry made a motion to approve the following:

1. Real and Personal Property Assessment Notices
  - A. Personal Property 30-Day NOAs CY – Submitted for Approval of Recommendation
  - B. Personal Property 45-Day NOAs CY – Submitted for Approval of Recommendation
  - C. Personal Property 45-Day NOAs PY – Submitted for Approval of Recommendation
  - D. Support Services 45-Day NOAs CY – Submitted for Approval of Recommendation
  - E. Support Services 45-Day NOAs PY – Submitted for Approval of Recommendation
  - F. Motor Vehicle Appeal Values – Submitted for Approval of Recommendation
  - G. Non-Homesteaded Mobile Homes CY – Submitted for Approval of Recommendation
  - H. Non-Homesteaded Mobile Homes PY – Submitted for Approval of Recommendation

Ms. Hegstrom seconded. The motion passed with a unanimous vote.

Mr. Gunter made a motion to approve the following:

2. Real and Personal Property Exemptions
  - A. Personal Property – Submitted for Approval of Recommendation
  - B. Tax Exempt Properties – Submitted for Approval of Recommendation

Ms. Hegstrom seconded. The motion passed with a unanimous vote.

Mr. Boondry made a motion to approve the following:

3. Certification and Approval of Appeal Waivers to the BOE
  - A. Certification of Appeal Waivers to the BOE
    1. Residential – Submitted for Approval
    2. Commercial – Submitted for Approval
    3. Non-Homesteaded – Submitted for Approval
  - B. Approval of Certified Appeal Waivers to the BOE
    1. Residential – Submitted for Approval
    2. Commercial – Submitted for Approval
    3. Non-Homesteaded – Submitted for Approval

Mr. Gunter seconded. The motion passed with a unanimous vote.

Mr. Gunter made a motion to approve the following:

4. Certifications to the Board of Equalization
  - A. Residential – Submitted for Approval
  - B. Commercial – Submitted for Approval
  - C. Personal Property – Submitted for Approval

Ms. Hegstrom seconded. The motion passed with a unanimous vote.

Mr. Gunter made a motion to approve the following:

5. Certifications to Superior Court – Hearing Officer
  - A. Taxpayer – Submitted for Approval

Ms. Hegstrom seconded. The motion passed with a unanimous vote.

Mr. Gunter made a motion to approve the following:

6. Timber – Submitted for Approval

Mr. Boondry seconded. The motion passed with a unanimous vote.

Mr. Boondry made a motion to approve the following:

7. Notification Letters – Submitted for Approval

Ms. Hegstrom seconded. The motion passed with a unanimous vote.

### **REGULAR AGENDA**

#### 1. Chief Appraiser Items

- Policy Statement: Real Property: Observed Wetlands Determination – New
  - o We have requests from taxpayer regarding observed wetlands versus documented wetlands. Observed wetlands CAN be built on, whereas documented wetlands CAN'T. Some may have been considered in the past, different value is placed on the property depending on type. We will address these areas as they come up.

Mr. Boondry made a motion to approve the above policy with incorrect spelling being fixed. Ms. Hegstrom seconded. The motion passed with a unanimous vote.

- Budget – Mr. Conley received a call from the County Attorney regarding the wording of the line item for Abda. Fleet maintenance is showing a negative balance. The reason for this is that we were asked to NOT include this in our budget and that it would be populated by the budget department. This has not been done. Rod has sent a memo to the Finance Director regarding our assigned Budget Analyst and him not getting the help/advice necessary.
- News Story – A taxpayer that lives in South Carolina bought property in 2007 and had a property management company looking after the property for him. Rent was not being collected so the property management company evicted the tenants. The house that was evicted on was a parsonage for a church. Property owner insists he owns the property at the church and that they changed the address. There is no house on the property we show the taxpayer as owning, and no permit to have previous building demolished.

#### 2. Board Member Items

Budget FY14

3. Chairman Items

Mr. Boondry made a motion to move **in to** Executive Session at 9:00 AM to discuss Personnel & Litigation items. Ms. Hegstrom seconded. The motion passed with a unanimous vote.

Mr. Boondry made a motion to move **out of** Executive Session at 9:23 AM. Ms. Hegstrom seconded. The motion passed with a unanimous vote.

4. Attorney Items

Mr. Boondry made a motion to approve the following consent judgments. Mr. Gunter seconded. The motion passed with a unanimous vote.

**2-0844-02-014      Abbott, Reginald & Donna**

We will be issuing an invitation to Josh Walker to speak under Citizen Items regarding communication received by Mr. Tolbert. We will give him options of several dates.

5. For Your Information Items

None

**ADJOURNMENT**

Ms. Hegstrom made a motion to **adjourn** the meeting at 9:28 AM.  
Mr. Gunter seconded. The motion passed with a unanimous vote.

---

**Terry Tolbert, Chairman**

---

**James A. Gunter, Secretary**