

GWINNETT COUNTY
BOARD OF ASSESSORS
January 3, 2018

The regular meeting of the Gwinnett County Board of Assessors took place Wednesday, January 3, 2018 at 9:00am. Those in attendance were Norman Nash, Chairman; Robert Chaapel, Vice-Chairman; Johnny Blan, Assessor; Sue Seibenhener, Assessor; Stuart Morelli, County Attorney; Stewart Oliver, Executive Secretary; Alex Alcock, Deputy Chief Appraiser and Ginger Roderick, Recording Secretary.

Chairman Nash called the meeting to order and asked for the election of the 2018 Board of Assessors Officers under Roberts Rules of Order. Ms. Seibenhener made a motion to retain Norman Nash as Chairman. Vice-Chairman Chaapel seconded, and so carried unanimously.

Ms. Seibenhener made a motion to retain Robert Chaapel as Vice-Chairman. Mr. Blan seconded, and so carried unanimously.

Ms. Seibenhener made a motion to appoint Stewart Oliver as Executive Secretary. Vice-Chairman Chaapel seconded, and so carried unanimously.

Ms. Seibenhener made a motion to appoint Ginger Roderick as Recording Secretary. Vice-Chairman Chaapel seconded, and so carried unanimously.

Ms. Seibenhener made a motion to appoint Stewart Oliver as Chief Appraiser. Vice-Chairman Chaapel seconded, and so carried unanimously.

Ms. Seibenhener made motion to appoint Alex Alcock as Deputy Chief Appraiser. Vice-Chairman Chaapel seconded, and so carried unanimously.

Mr. Oliver made recommendation to appoint James McDonald as Personal Property Manager. Ms. Seibenhener made motion to appoint James McDonald as Personal Property Manager. Vice-Chairman Chaapel seconded, and so carried unanimously.

Vice Chairman Chaapel made a motion that legal counsel review the Board's requirement to annually appoint certain management positions. Ms. Seibenhener seconded, and so carried unanimously.

Mr. Blan made a motion for the 2018 Board of Assessors meetings to be held the first and third Wednesday of each month at 9:00 a.m. Vice-Chairman Chaapel seconded, and so carried unanimously.

Chairman Nash asked for approval of the Agenda. Vice-Chairman Chaapel made motion to approve the Agenda. Ms. Seibenhener seconded, and so carried unanimously.

The Board reviewed the minutes of December 20, 2017. Chairman Nash asked if there were any corrections or additions to be made. Ms. Seibenhener made a motion to approve minutes. Vice-Chairman Chaapel seconded, and so carried unanimously.

Under Old Business was Legal Opinions. None at this time.

Next under Old Business was Value Update. 2016 – One Superior Court Appeal outstanding. Appeals for 2017 – As of 1/2/18 there have been 11,884 appeals resolved or 92.9%.

Next under New Business was Review of Personal Property, Value Changes, Exhibit A. Vice-Chairman Chaapel made a motion to approve Exhibit A. Ms. Seibenhener seconded, and so carried unanimously.

Next under New Business was Review of Personal Property, Refund Requests, Exhibit B. Ms. Seibenhener made a motion to approve Exhibit B. Vice-Chairman Chaapel seconded, and so carried unanimously.

Next under New Business was Review of Late Appeal Denial Letter, Exhibit C. Ms. Seibenhener made motion to approve Exhibit C. Mr. Blan seconded, and so carried unanimously.

Next under New Business was Review of Personal Property Change of Assessment Notices 2016 & 2017, Exhibit D. Ms. Seibenhener made motion to approve Exhibit D. Vice-Chairman Chaapel seconded, and so carried unanimously.

Next under New Business was Review of CUVA Exemption, Release, Exhibit E. Vice-Chairman Chaapel made motion to approve Exhibit E. Mr. Blan seconded, and so carried unanimously.

Next under New Business was Review of Accepted Superior Court Settlement Hearing Resolutions, Exhibit F. Mr. Blan made motion to approve Exhibit F. Vice-Chairman Chaapel seconded, and so carried unanimously.

Next under New Business was Review of TAVT Motor Vehicle Changes, Exhibit G. Vice-Chairman Chaapel made motion to approve Exhibit G. Ms. Seibenhener seconded, and so carried unanimously.

Next under New Business was Review of Exemption Questionnaires, Exhibit H. Ms. Seibenhener made motion to approve Exhibit H. Vice-Chairman Chaapel seconded, and so carried unanimously.

Next under New Business was Review of Tax Digest Adjustments, Exhibit I. Ms. Seibenhener made motion to approve Exhibit I. Vice-Chairman Chaapel seconded, and so carried unanimously.

Next under New Business was Review of Tax Appeal Log, Exhibit J. Exhibit J is for information only and requires no action by the Board.

Under Other Business, Chairman Nash asks if there was any Administrative Update. Mr. Oliver made Board aware a selection had been made for the vacant Appraiser position, waiting for HR to finalize. Our current Residential Section Manager announced her retirement as of 1/12/18.

Next under Other Business - Policy Discussions. None at this time.

Chairman Nash asked if there was any or other business to be discussed. There being none Ms. Seibenhener made motion to adjourn. Vice-Chairman Chaapel seconded and so carried unanimously.