

Board of Review  
Organizational Meeting Minutes  
8 March 2016

The Board of Review was call to order by the past chairman, Irvin Dedow at 7:00 pm followed by the pledge.

Election of Chair for 2016: Bud Delong made a motion to nominate Irvin Dedow as Chairperson, seconded by Ray Stemple. Motion Carried.

The board adopted the following rules for Board of Review regular meetings:

1. Twenty minute time limit per protest or group of protesters
2. A written authorizations such as a Limited Power of Attorney, must be presented by all representatives of the owner clearly indicating they are authorized to represent the property owner.
3. Written protests, without an actual presence at the Board of Review, are acceptable from non-resent property owners but is discouraged for residents. Written proof of ownership of the subject property must be presented that documents the parcel number, owners name and address.
4. A power of attorney is required for all representatives of companies and corporations.
5. A two minute time limit will be provided for public comment at the end of the meeting with no transfers of time from another person to extend the time allowed.
6. Primary speaker for the Board of Review is the Chairperson or an other person appointed by the chairperson.

There was a discussion of the state of assessments and activities of the Assessor. The assessor presented the Board with a map of at least the last two years of sales transactions. The map was posted on the Township Hall wall for public viewing. The assessor also presented each board member with a book of reports on the current assessments and a book of property information. A computer was provided by the assessor to facilitate the Board's review of property cards. The Board secretary took possession of the computer.

The board discussed poverty exemptions and was assured by the secretary that a lunch would be provided at mid meeting time.

Public comment was called for and being none Bud Delong moved that we adjourn and it was seconded by Ray Stemple. Motion Carried. Meeting adjourned at: 7:54 pm.

Respectfully submitted.  
Archie Patterson  
Secretary