



STATE OF MICHIGAN
DEPARTMENT OF TREASURY
LANSING

JENNIFER M. GRANHOLM
GOVERNOR

ROBERT J. KLEINE
STATE TREASURER

MEETING MINUTES OF THE STATE ASSESSORS BOARD MEETING
Treasurer's Conference Room / Austin Building
430 W. Allegan, Lansing, Michigan

Friday, October 16, 2009
9:30 A.M.

Present: Lisa A. Hobart, Chairperson
Raman A. Patel, Vice Chairperson
Henry O. Allen, Member
Allan J. Berg, Member
Frederick W. Morgan, Member

Kelli Sobel, Interim Executive Secretary
LaNiece Densteadt, Recording Secretary

MINUTES:

It was moved by Morgan, seconded by Patel, and approved to adopt the regular meeting minutes of the September 24, 2009 meeting of the State Assessors Board with an amendment to the minutes to include a complete transcript of the public comments made by Chairperson Hobart. Hobart voted no. (Item 1 on agenda)

PUBLIC COMMENT:

Chairperson Lisa Hobart took the opportunity to encourage all the board members to meet one on one with Deputy Treasurer Val Washington. Chairperson Hobart commented that she reviewed the Board's policies and knew of no policy that prohibited Board members from meeting with or talking to the Deputy Treasurer. (Item 2 on agenda)

EDUCATIONAL PROGRAMS:

It was moved by Morgan, seconded by Allen, and unanimously approved to approve the requests for Experience Credit for Level 3 Assessors for Thomas Truskowski, Sheryl A. Moss, Joan K. Nelson, and William O. Mason. (Item 3a on agenda)

The Board received information regarding the State Assessors Board Course 1 Instructors. (Item 3b on agenda)

It was moved by Morgan, seconded by Patel, and unanimously approved to deny the Level 3 McKissock, LP Statistics Course Request titled "Statistics, Modeling, and Finance." (Item 3c on agenda)

It was moved by Patel, seconded by Morgan, and unanimously approved to grant the Level 3 & 4 Macomb Assessor Organization Statistics Course Request titled “Statistics in Assessment Administration.” (Item 3d on agenda)

It was moved by Berg, seconded by Morgan, and unanimously approved to deny the Level 4 Planning and Administering Finance Course Request titled “Township Finances-Creating a Vision for Your Township- Utilizing Strategic Planning to Achieve Results” because the course is not tested. (Item 3e on agenda)

It was moved by Patel, seconded by Morgan, and unanimously approved to approve the requests for Elective Renewal Credit: (Item 3f on agenda)

Three Hours of Elective Renewal Credit

Practical Application of the Cost Approach

Principal Residence Exemption Law and Audit Process

Six Hours of Elective Renewal Credit

Real Estate Continuing Education

It was moved by Hobart, seconded by Morgan, and unanimously approved to receive and file the 6 Hour Renewal Evaluations. Chairperson Hobart asked that letters of appreciation be drafted for all instructors and committee members. (Item 3g on agenda)

CERTIFICATION LEVEL MATTERS

It was moved by Berg, seconded by Morgan, and unanimously approved to approve the Certification Applicants. (Item 4a on agenda)

It was moved by Allen, seconded by Berg, and unanimously approved to grant the request from Woodland Township, Barry County to waive their Level 2 certification requirement because of an ongoing contract with a Level 3 assessor to assess their ethanol plant. (Item 4b on agenda)

DRAFT 2010 MEETING SCHEDULE

The Board received the draft 2010 meeting schedule for review. (Item 5 on agenda)

FINANCIAL REPORT

It was moved by Morgan, seconded by Berg, and unanimously approved to receive and file the Financial Report for August, 2009. (Item 6 on agenda)

ASSESSORS TRAINING MANUAL

The Board received the list of chapters in the Assessors Training Manual and will continue their discussion on the rewrite of the training manuals. (Item 7 on agenda)

REVOCACTION PETITION

It was moved by Morgan, seconded by Berg, and unanimously approved to ask the assessor named in revocation petition 09-0036 respond in writing to the allegations contained in the petition. (Item 8 on agenda)

FUTURE STATE ASSESSORS BOARD MEETINGS

It was moved by Morgan, seconded by Patel, and unanimously approved to move the December 11th meeting to Monday, December 14th.

CLOSED MEETING:

A closed meeting was permissible under the Open Meetings Act, Michigan Compiled Law 15.268(a) and 15.268(h). It was moved by Morgan, seconded by Patel, and unanimously approved to go into closed session to discuss narratives. Roll Call Vote: Hobart-Yes, Patel-Yes, Morgan -Yes, Allen -Yes, and Berg-Yes.

OPEN MEETING:

It was moved by Morgan, seconded by Berg, and unanimously approved to return to open session. Roll Call Vote: Hobart -Yes, Patel -Yes, Allen -Yes, Morgan -Yes, and Berg -Yes.

It was moved by Hobart, seconded by Patel, and unanimously approved to approve the grading of Narrative 204 and asked the candidate be scheduled for an oral exam.

CLOSED MEETING:

A closed meeting was permissible under the Open Meetings Act, Michigan Compiled Law 15.268(a) and 15.268(h). It was moved by Morgan, seconded by Patel, and unanimously approved to go into closed session to discuss narratives. Roll Call Vote: Hobart-Yes, Patel-Yes, Morgan -Yes, Allen -Yes, and Berg-Yes.

OPEN MEETING:

It was moved by Morgan, seconded by Berg, and unanimously approved to return to open session. Roll Call Vote: Hobart -Yes, Patel -Yes, Allen -Yes, Morgan -Yes, and Berg -Yes.

ADJOURNMENT:

It was moved by Morgan, seconded by Berg, and unanimously approved to adjourn the State Assessors Board Meeting at 10:30 a.m.

Date Minutes Approved: November 6, 2009

Lisa A. Hobart, Chairperson