

REAL ESTATE TAX CYCLE COMMITTEE

Wednesday, January 13, 2021

PRESENT: M. Holliday, D. Wiehardt
ABSENT: H. Mueller-Jones
OTHERS: P. McRae, S. Rolens, J. Dauderman

*M. Holliday chaired the meeting.

PUBLIC COMMENT:

None.

A moment of silence was taken for the lives that were lost during the insurrection in Washington D.C this past week.

The minutes from the December, 2020 meeting were approved by all members present.

Ms. Wiehardt moved, seconded by Mr. Holliday to approve the bills for the month. The ayes and nays being called on the motion to approve resulted in a vote as follows: AYES: D. Wiehardt, M. Holliday NAYS: None. **MOTION CARRIED.**

PURCHASE REQUESTS:

None.

COUNTY CLERK/RECORDER:

D. Ming-Mendoza reported the County Clerk's Office has received all levies and are working on editing bonds. She also reported they are waiting on reports for railroads and pollution control from the Department of Revenue.

D. Ming-Mendoza reported the Recorder's Office received the end-receipt from Fidlar Technologies for documents scanned in the digitization project; the Recorder's Office is currently verifying that all documents have in fact been returned. She mentioned she will be asking for a \$450,000 Immediate Emergency Appropriation at the Finance Committee and spoke about subscription services having an annual income of \$800,000 which is anticipated to rise.

TREASURER:

P. McRae reported all installment due dates are completed. They will be sending out certified notices next week to taxpayers with unpaid real estate taxes. The delinquent taxes are scheduled to be published in local newspapers the last week of January and the first week of February. Mr. McRae stated they have made 14 real estate distributions this year and have distributed \$428,804,611.34 which is 95.17% of taxes extended. The next real estate distribution target date is January 15, 2021. The Tax Sale date is February 22, 2021.

COUNTY ASSESSOR:

J. Dauderman reported they continue to work on 2019 corrections along with 2020 deed research and exemptions. He mentioned that 2021 residential field work is beginning and continuing in Helvetia Township and that commercial field work is complete. Mr. Dauderman said that Saline and Jarvis

Townships requested assistance with their residential quad work which will more than likely put a bind on the Assessor's Office. Mr. Dauderman said he will reevaluate his budget in the spring to see if accommodations are possible and mentioned he may need to hire temporary field crew members if the budget allows.

BOARD OF REVIEW:

Ms. Rolens reported they have finished all of the appeals for the 2020 Board of Review Session and are doing necessary tasks to close out the 2020 year. Ms. Rolens said they are still correcting tax bills and are processing new state exempt applications; there are 3 exemption hearings this month. Lastly, they are working on sending in evidence for PTAB appeals.

INFORMATION TECHNOLOGY:

None.

Ms. Wiehardt moved, seconded by Mr. Holliday to approve the Property Trustee Report. The ayes and nays being called on the motion to approve resulted in a vote as follows: AYES: D. Wiehardt, M. Holliday NAYS: None. **MOTION CARRIED.**

Discussion regarding future meeting dates and times will be held next month.

UNFINISHED BUSINESS:

None.

NEW BUSINESS:

None.

Ms. Wiehardt moved, seconded by Mr. Holliday to adjourn the meeting. **MOTION CARRIED.**

/mds