

**MINUTES
DEKALB COUNTY BOARD OF ASSESSORS
January 6, 2022**

A meeting of the DeKalb County Board of Assessors was held on Thursday, January 6, 2022 through Zoom Conferencing.

**Vivian R. Ingersoll, MA, Chair
Charlene Fang, Vice-Chair
Robert A. Burroughs, J.D., Assessor
James Vernor, PhD, MAI, Assessor
Calvin C. Hicks, Chief Appraiser/BTA Secretary
Donna Rosser, Assistant Chief Appraiser
Brian Jennings, Deputy Chief Appraiser – Residential
Brentnol Baker, Deputy Chief Appraiser – Commercial
Vance Clements, Supervisor – Business Personal Property
Teresa H. Nealey, Recording Secretary**

CALL TO ORDER

The Chair called the meeting to order at 9:35 a.m.

ELECTION OF OFFICERS

The Chair opened the floor for nominations for Chair and she nominated Charlene Fang, seconded by Jim Vernor. The Chair asked if there were any other nominations for Chair; hearing none. Vivian Ingersoll stated that Charlene Fang is the Chair. The Chair asked Vivian Ingersoll to continue with the nominations. Vivian Ingersoll opened the floor for nominations for Vice-Chair and Jim Vernor nominated Robert Burroughs, Vivian Ingersoll seconded. Vivian Ingersoll asked if there were any other nominations for Vice-Chair, hearing none. She stated that Robert Burroughs is elected Vice-Chair. Vivian Ingersoll opened the floor for nominations for Board Secretary, Robert Burroughs nominated Calvin Hicks as the Board Secretary, seconded by Jim Vernor and Charlene Fang. She stated that Calvin Hicks is elected Board Secretary. Vivian Ingersoll opened the floor for nominations for Recording Secretary, Jim Vernor nominated Teresa Nealey as Recording Secretary, seconded by Robert Burroughs. Vivian Ingersoll asked if there were any further nominations from the floor, hearing none, Teresa Nealey is elected Recording Secretary. Vivian Ingersoll yielded the floor to Charlene Fang as Chair.

Board of Assessors Officers for 2022

Chair – Charlene Fang

Vice-Chair – Robert A. Burroughs

Board Secretary – Calvin C. Hicks, Jr.

Recording Secretary – Teresa H. Nealey

The gavel passed from Chair Ingersoll to Chair Fang. The new Chair thanked Vivian Ingersoll for her service. She also asked her to continue as Chair until Item VI. Board Discussion.

Pursuant to O.C.G.A. 48-5-298 the members of the Board are required to elect the board officers for the year.

APPROVAL OF AGENDA

Vivian Ingersoll stated that the amended 1/6/22 Agenda had been received and also the BOA Agenda Update had been received showing all pulled parcels. She asked if there were any additional corrections or additions; hearing none, she declared the Agenda approved.

APPROVAL OF MINUTES

Vivian Ingersoll asked if there were any updates to the Minutes of 12/16/21; hearing none she declared the Minutes approved.

CITIZEN TIME

No citizens requested time to address the Board.

BOARD DISCUSSION AND ACTION ON STAFF RECOMMENDATIONS

The Chair called for a motion to approve batches 1 through 22 of this agenda made by Robert Burroughs, seconded by Jim Vernor. After discussion, the Chair called for a vote which passed unanimously.

STAFF REPORTS

See attached.

CHIEF APPRAISER'S REPORT

See attached.

EXECUTIVE SESSION, GENERAL SESSION AND ADJOURNMENT


Vivian Ingersoll asked that an Executive Session be added to the Agenda to report back to the Board. The Chair called to convene to Executive Session which started at 10:30 a.m. The Board discussed a personnel issue and potential litigation and there was no action taken.

This session was conducted in accordance with O.C.G.A. 50-14-4 (The Open Meetings Act.)

The Chair declared the end of the Executive Session, reconvened to General Session and Adjourned at 11:15 a.m.

This meeting was conducted in accordance with O.C.G.A. 50-14-(1-6).

Signed by:



Calvin C. Hicks, Jr.
Chief Appraiser/BTA Secretary

Date Approved:

1-20-2022

1/6/22 BOA AGENDA UPDATE

BATCHES MAILED 1 – 22

Batch 5 Parcel Pulled

18 042 08 110

Batch 8 Parcels Pulled

15 135 07 028

15 166 06 011