

**MINUTES
DEKALB COUNTY BOARD OF ASSESSORS
July 7, 2022**

A meeting of the DeKalb County Board of Assessors was held on Thursday, July 7, 2022. Present were the following:

**Charlene Fang, Chair
Robert A. Burroughs, J.D., Vice-Chair
James Vernor, PhD, MAI, Assessor
Vivian R. Ingersoll, MA, Assessor
Joseph Kusmik, 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
Gwenneth Willoughby, Tax Appraisal Clerk**

Absent: Teresa H. Nealey, Recording Secretary

CALL TO ORDER

The Chair called the meeting to order at 9:30 a.m.

APPROVAL OF AGENDA

The Chair stated that the 7/7/22 Agenda had been received and asked if there were any corrections or additions. Calvin Hicks stated that he would like to add one item after item 5: the presentation of staff service certificates and pins for their service to the County and to this department. The Chair called for a motion to approve. Jim Vernor made a motion for the Approval of the Agenda of 7/7/22 as amended, seconded by Vivian Ingersoll. The motion carried unanimously.

APPROVAL OF MINUTES

The Chair called for a motion to approve the Minutes of 6/23/22. Jim Vernor made a motion for Approval of the Minutes of 6/23/22, seconded by Joe Kusmik. The motion carried unanimously.

CITIZEN TIME

No citizens requested time to address the Board.

INTRODUCTION OF NEW EMPLOYEE

The Chair recognized John Pooser and he introduced himself to the Board. He is an appraiser in Personal Property. The Board welcomed him.

PRESENTATION OF EMPLOYEE SERVICE PINS & CERTIFICATES

Calvin Hicks recognized the following staff for their years of service. He presented service pins and certificates and pictures were taken of those that were present. Each of them stated their work history with the County. The Board congratulated all of them for their service.

- Tracy Brawner – 10 Years of Service
- Vance Clements – 10 Years of Service
- Geoffrey Johnson – 10 Years of Service
- Patrice Long – 10 Years of Service
- Alberta Lumpkin – 10 Years of Service
- Gorthel Smith – 10 Years of Service
- Brentnol Baker - 15 Years of Service
- Kahlese Harris – 15 Years of Service
- Teresa Nealey – 15 Years of Service
- Karen Bess – 20 Years of Service
- Marion Williams – 20 Years of Service

Jim Vernor recognized Vivian Ingersoll for her many years of service to the Board; since 1994. A total of 28 years of service to the County! Everyone thanked Vivian!

BOARD DISCUSSION AND ACTION ON STAFF RECOMMENDATIONS

The Chair called for a discussion of batches 1 through 28 of this Agenda. After discussion, she called for a motion. Jim Vernor made a motion for Approval of Staff Recommendations for batches 1 through 28, seconded by Robert Burroughs. The motion carried unanimously.

STAFF REPORTS

See attached.

CHIEF APPRAISER’S REPORT

See attached.

ADJOURNMENT

There being no further business, the Chair declared the meeting adjourned at 10:45 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: 7-28-22