

I.T. / EQUALIZATION COMMITTEE

Kimberly L. Murphy
County Administrator

301 N. Main St, Adrian, MI 49221
p: 517-264-4508 | f: 517-264-4512

[Website](#)



MEMBERS

Dustin Krasny, Nancy Jenkins-Arno, Ralph Tillotson
301 N. Main St, Adrian, MI 49221

MEETING LOCATION

Chambers

Minutes: Thursday, October 3, 2024

I. Call to Order

Present: Commissioners Dustin Krasny, Ralph Tillotson, James Van Doren

Also Administrator Kim Murphy, Deputy Administrator Shannon Elliott, Marketing &

Present: Communications Jen Ambrose, Administrative Coordinator Carissa Zubke, IT Director Ben Ricker, Deputy IT Director Micah Hassenzahl, Dawn Meeker for Shelly Delong

Absent: Nancy Jenkins-Arno, Shelly Delong

The meeting was called to order at 1:30pm by Comm. Krasny.

II. Approval of Minutes

A. Approval of Minutes: September 5, 2024

Comm. Krasny appointed James Van Doren as a voting member of the committee. Jenkins-Arno absent.

Motion by Tillotson, seconded by VanDoren, to approve the minutes of September 5, 2024. Motion carried.

III. Information Technology

A. Finance Report

*Administrator Murphy reviewed the IT division of the Capital Fund.
No further discussion.*

B. IT Report

Director Ricker reviewed the current open projects. The computer replacement project is close to being finalized.

The Cisco refresh project is still in progress; Ricker stated this project is expected to take time due to the nature of it.

The MSC fiber project that was approved by the board last month has been put in place. It was discussed if the request for additional fiber at MSC is approved, that will be a continuation of this project.

C. Communications

Coordinator Ambrose reviewed stats from September, which had an increase in views of the BOC and PWM meetings. Sprout software manages the social media accounts; top posts in September included County job postings, MSC groundbreaking, and flags for Veterans awareness.

The new employee application system is in place with HR; they now have the capability to publish job openings to social media via sprout.

Health Department and Department on Aging top posts were reviewed. The Department of Aging has 9 different social media accounts; they are encouraging each senior center to utilize.

Various letters and emails continue to go out to those enrolled; with a high open and click rate of 43%.

D. Department Reports / System Concerns

No discussion.

E. Updates / Other Business

No discussion.

IV. Equalization

A. Equalization Report

Dawn Meeker was present for Director Shelly Delong. Meeker reported the land values and ECF's studies are being done. The ag. properties are expected to be completed by the end of the month.

Residential sales between 4/2022 to 9/2024 have been recorded. Updated forms will go to the assessors before final submitting to the state by 1/2/2025.

Tax packets will go to the treasurers office before the bills go out in November.

Meeker provided an update on the Opt-Out Designated Assessor. Delong discussed this in committee two months ago.

Delong reached out to STC. If we don't opt out, the existing agreement expires 12/31/2025, and suggest they speaking with legal counsel to determine the best time to submit. Without opting out after the current agreement expires, the county will fall under a statute that states that if a DA is needed, the STC will determine who the individual will be. So if we don't opt out now, the result will be the same come January 1, 2026. Delong suggested opting out starting January 1, 2025.

Meeker reported the assessing field work and entry is still in progress.

B. Updates / Other Business

A discussion was held regarding the County markings on the vehicles doing the field work. Dawn Meeker reported all cars are being marked with the removable magnet.

V. Other Business

No discussion.

VI. Public Comment

There was no public comment.

VII. Adjournment

Motion by Tillotson, Seconded by Van Doren, to adjourn the meeting at 01:47 PM. Motion carried.