

Board of Taxation



N E W J E R S E Y

Making It Better, Together.

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Melissa Pollitt, CTA

President

Kelly Hanson

Donald Reich

Bill Wilhelm

Commissioners

Diane R. Hesley, CTA

Tax Administrator

**Minutes for Camden County Board of Taxation
July 8, 2020 @ 9:00am via teleconference**

Presiding: Board President Melissa Pollitt

Meeting called to order: This meeting is being held in full compliance with the sunshine act, notice has been posted in Camden City Hall and legal notice placed in the Courier Post & the Inquirer, all notices have included the electronic link to this open public meeting. There is no physical location of this meeting.

In accordance with P.L.2020 Chapter 11, approved March 20, 2020, Assembly, No.3850 authorizes a public body to conduct a meeting and public business, cause a meeting to be open to the public, vote and receive public comment by means of communication or other electronic equipment during a state of emergency, public health emergency, or state of local disaster emergency.

New Jersey Executive Order 103 provides authority for an entity to proceed with a remote-only meeting (i.e., only offering remote meeting access with no public meeting place) provided appropriate notice is provided and the public can access the meeting through appropriate means.

All public comments must be submitted to the County Tax Administrator through the electronic format currently in use. Instruction will be given prior to public session.

Roll Call: Commissioners Pollitt (in person), Wilhelm (in person), Reich (via telecommunication), Hanson (via telecommunication)

Pledge of Allegiance

Motion made by Commissioner Wilhelm to approve minutes of the Regular Meeting of June 3, 2020.
Second by Commissioner Reich

Roll Call: Hanson yes, Pollitt yes, Reich yes, Wilhelm yes

Motion made by Commissioner Reich to approve Resolution #12 of 2020 to enter closed session to discuss pending litigation matters, personnel issues and financial matters.

Second by Commissioner Hanson

Roll Call: Hanson yes, Pollitt yes, Reich yes, Wilhelm yes

Motion made by Commissioner Hanson to approve Resolution #13 of 2020 to certify tax rates for municipalities having completed budgets (Berlin Boro, Barrington, Gibbsboro, Lindenwold, Merchantville, Pine Hill, Pine Valley, Winslow). Second by Commissioner Wilhelm

Roll Call: Hanson yes, Pollitt yes, Reich yes, Wilhelm yes

Correspondence: State Equalization Table received from the Division of Taxation
State audit of taxable line items which were previously exempt
(EPL codes to be removed)

Reports: Administrator Hesley gave reports and updates on the following

Education/Training: *Most training has been canceled this year due to COVID 19
*NJACTB Cape May conference is tentatively scheduled for August

Operational Accounts:

Old Business:

- *SR1A updates -The end of the sampling period status reviewed (14,121 SR1A's keyed in)
- **Appeals update – schedules created. Discussion regarding the procedure for notification of conflicts and access to scheduling.
- *Approximately 1400 appeals have been keyed in
- *Review of operational plan for physical and virtual hearings.
- *Review of recommended inspection plan for properties under appeal.

New Business:

- *Specific procedures for the operation of the hearings were discussed.
- *The staff will be participating in a Mock Trial in coordination with the Forrest Hall security officer to review the standard operating procedures for the upcoming hearings.
- *State ethics provided a recusal letter for the use of all parties involved in any appeal conflicts
- *Commissioner Pollitt requested a copy of the taxpayer appeal notice.
- *The October 7, 2020 Board meeting is changed to September 29, 2020.

Public Portion:

- *President Pollitt discussed the difficulties facing the staff due to the pandemic and thanked the assessors for their patience and participation.

Motion made by Commissioner Reich to enter into executive session, Second by Commissioner Wilhelm

Closed Session:

Motion made by Commissioner Reich to close the executive session and re-enter the business meeting, Second by Commissioner Wilhelm

Motion made by Commissioner Wilhelm to approve Resolution #14 of 2020 to authorize the purchase of technical equipment for the tax appeal proceedings utilizing the Trust Fund account and not to exceed Four Thousand Dollars as discussed in the closed executive session immediately preceding this motion. Second by Commissioner Hanson

Roll Call: Hanson yes, Pollitt yes, Reich yes, Wilhelm yes

Motion made by Commissioner Wilhelm to adjourn. Second by Commissioner Reich.

All in favor – Aye

Meeting adjourned.



Diane R. Hesley, C.T.A.
Camden County Tax Administrator

Minutes approved: , 2020

Diane R. Hesley, CTA, Camden County Tax Administrator

