

Board of Taxation



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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
March 4, 2020 @ 9:00am in Camden @ Florio Building**

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.

Roll Call attendance: Commissioners Hanson, Reich (via phone), Wilhelm and Pollitt

Pledge of Allegiance

Motion made by Commissioner Wilhelm to approve minutes of Regular Meeting of February 5, 2020. Second by Commissioner Hanson.

Roll Call: **All in Favor** – Aye

Motion made by Commissioner Wilhelm to approve Resolution #5 of 2020 to review, revise and correct the 2020 Tax Lists of Berlin Borough, Berlin Township, Camden, Cherry Hill, Haddonfield, Pine Hill, Somerdale, Voorhees, Waterford and Woodlynne as filed. Second by Commissioner Hanson

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

Motion made by Commissioner Hanson to approve Resolution #6 of 2020 enter closed session to discuss pending litigation matters as well as possible statutory violation of the administrative code. Second by Commissioner Wilhelm

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

Reports: Administrator Hesley gave reports and updates on the following:

CNC- All municipal CNC reports are completed and copy sent to County CFO

Preliminary Equalization – verification of EA4 is being completed, preliminary report and final should be available at the next meeting, notification will be sent to all municipalities.

SR1A's – SR1A's are being converted into the new computer system. SR's are being updated in both systems with final switch in April.

Tax Court – Updated report of the pending cases has been provided to the County CFO and we will continue to provide a quarterly report.

Audits – Currently working on an exemption audit and the staff is up to Gibbsboro.

Farmland – The state is conducting an on-site audit of applications and will pick up the forms from our office on March 12. We will send Assessors any questions that need attention.

Website – The website has been updated with the on-line appeals link. Taxpayers have begun to use the site to file on-line appeals.

On-line Appeal System and new MOD IV – paper appeals are being entered into the new on-line appeal system. The Commissioners will be set up as read only users so they can check for conflicts prior to hearings. The staff is working closely with the vendor and is completing MOD IV training.

Correspondence: CNC letters sent to the State and Municipal CFO and County CFO
Certification of receipt of an updated map page for Woodlynne
Farmland detailed audit confirmation received

Training: Mandatory ethics training is completed for all Commissioners and County Staff
March 12, 2020 is the Appeal seminar at Forsgate
March 18, 2020 is the Commissioners Conference

Administrator's Report:

Old Business:

Office relocation plan: Commissioners and Administrator did a walk thru on February 5. The Administrator reviewed the furniture plan and requested modifications to the workstations, audit area and public/searcher station. Public Works will build shelves for our storage room. Plans and color schemes were made available for the commissioners to review. The office construction is complete, and furniture has been ordered, it should take four to six weeks for delivery.

Due to possible delays in office relocation, we will plan appeal hearings accordingly. Plans will include reverse scheduling, traveling to municipalities and evening hearings.

New Business:

Administrator thanked all Assessors for filing Tax Lists on-time.

Administrator reminded Assessors of the importance of the annual change report.

Report was given regarding future technology including the interactive panel and conference center for the new courtroom/classroom.

Update on Lisa Suter and her future return to work.

Operational Accounts:

The Trust fund account is under continued audit and year-end review by the Administrator with the assistance of the County CFO.

Commissioners will be re-registered with all current affiliate groups.

Commissioners discussed the upcoming meeting schedule. April 8th proposed equalization; May 6th reorganization; June 24th to approve judgments.

Public Portion:

Terri Paglione commented gov-pilot has inaccurate property information.

Mike Raio believes 60% of his appeals so far are filed on-line.

Administrator thanked Tracey Timony for all the support to the Camden County staff.

BRT conducted a demonstration of the current on-line appeal system and assessors provided feedback.

Mike Raio questioned the information on NJACTB website.

Motion made by Commissioner Wilhelm to close regular meeting and enter executive session. Second by Commissioner Hanson

All in Favor – Aye

Closed Session: Executive Session to discuss pending litigation matters and possible statutory violation of the administrative code.

Motion made by Commissioner Wilhelm to close executive session and re-open regular meeting. Second by Commissioner Hanson.

All in Favor – Aye

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

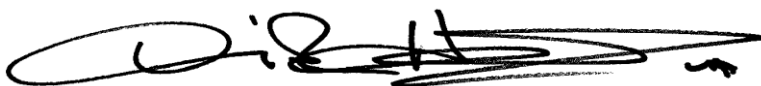
All in favor – Aye

Meeting adjourned.



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

Minutes approved: May 13, 2020



Diane R. Hesley, CTA, Camden County Tax Administrator

