

IT / EQUALIZATION COMMITTEE

Martin D. Marshall
Administrator

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



Members

Chris Wittenbach, John Lapham, Dawn Bales

Minutes: Thursday, September 2, 2021 – 1:30 p.m.

Present: Commissioners Wittenbach, Lapham, Bales, and Stimpson

Also Present: Matt Richardson, Martin Marshall, Kim Murphy, Shelly DeLong, and Rebecca Borton

I. Approval of Minutes

Motion by Lapham, supported by Bales, to approve the minutes of the August 5, 2021 meeting. Motion carried.

II. Information Technology

A. Finance Reports: Administrator Marshall reviewed the finance report.

Motion by Lapham, seconded by Bales, to close projects CPTECH 1801, 1904, 2103, 2106, 2107, and 2108. Motion carried.

B. Department Reports: There were no departmental reports or concerns.

C. IT Report: Matt Richardson reviewed work performed by the IT Department and the status of Capital Improvement Projects.

- Fiber Ring: nearing completion
- Computer Replacement program is going well
- Detective Bureau Interview Room: there is one purchase pending
- Phone system Refresh: new phones are being distributed
- VIQ (court recording): near completion
- PA system: continues
- Old Courthouse Project: ongoing

D. Updates/Other IT Business: Comm. Wittenbach opened discussions on the status of wearing face masks.

The wearing of face masks is currently mandatory to enter any county-owned or operated building and will remain so until the number of active COVID cases comes down and the risks associated with the spread diminish.

III. Equalization

Equalization Director Shelly DeLong provided an update on activities including ag and commercial studies, the distribution of 4015s to assessors, the status of CAMA standards, and the interview status of a Deputy Equalization Director.

A. Updates/ Other Business: There was no other business.

IV. Public Comment: There was no public comment.

V. Adjournment

Motion by Bales, seconded by Lapham, to adjourn the meeting at 1:46 p.m. Motion carried.

MDM/rdb