

# IT / EQUALIZATION COMMITTEE

**Martin D. Marshall**  
Administrator

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## Members

*Chris Wittenbach, John Lapham, Dawn Bales*

**Minutes:** Thursday, October 7, 2021 – 1:30 p.m.

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**Present:** Commissioners Wittenbach, Lapham, Bales, and Stimpson

**Also Present:** Matt Richardson, Eric Miller, Martin Marshall, Kim Murphy, Shelly DeLong, Scott Holtz, and Rebecca Borton

### I. Approval of Minutes

*Motion by Lapham, supported by Stimpson, to approve the minutes of the September 2, 2021 meeting. Motion carried.*

### II. Information Technology

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

**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.

#### D. Capital Improvement Plan 2022 - 2026

The proposed project budgets for the period 2022 – 2026 for the Information Technology Division of the Capital Improvement Fund were reviewed. Budget year 2022 reflects projects totaling \$172,950.00.

*Motion by Lapham, supported by Bales, to recommend approval of the 2022 - 2026 Capital Improvement Plan for the IT Division of the Capital Fund. Motion carried.*

**E. Updates/Other IT Business:** There were no other updates.

### III. Equalization

Shelly DeLong provided an update on activities within the Equalization Department.

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

**IV. Public Comment:** There was no public comment.

### V. Adjournment

*Motion by Lapham, seconded by Bales, to adjourn the meeting at 1:40 p.m. Motion carried.*