

**BREITUNG TOWNSHIP BOARD
SPECIAL BOARD MEETING – ASSESSING DEPARTMENT
AND TOWNSHIP TECHNOLOGY SUPPORT
DECEMBER 16, 2019**

The meeting was called to order by Supervisor Olson at 5:00 p.m.

Roll Call: Present: Trustees Rochon, Wales, Johnson, Soderbloom, Clerk Neuens, Treasurer Taylor and Supervisor Olson.

Also present: Superintendent Mulka.

Pledge was recited by all.

Public Comment: No comments.

Township Technology Support/Provider: The Technology Committee consisting of Treasurer Taylor, Trustee Johnson and Superintendent Mulka have met on several occasions. After careful review and consideration they are recommending the Township hire Tech Solutions, Inc.

Motion by Trustee Johnson, **second** by Treasurer Taylor to move forward with Tech Solutions, Inc. as the Township's Computer and Network Service Provider. **Vote: Unanimous, motion carried.**

The estimate for a new server, Windows 10 programming, new computers throughout and the labor will be approximately \$15,000.

Assessing Department Discussion: Currently our Assessor is out of the office due to personal reasons and there are assessing duties that need to be completed in his absence. He has expressed that we need to find someone to come in and finish up the field work with Assistant Assessor Abbey Taylor or maybe contract with another assessor on a temporary basis.

January 10, 2020 Personal Property Exemptions are due.

March 4, 2020 is the deadline to have prior year changes.

141 parcels need field checks. Most are re-checks. 17 houses have not been field checked.

There were deficiencies in our last AMAR. Some work has been done to correct this, but more is needed.

Motion by Trustee Soderbloom, **second** by Supervisor Olson to give Superintendent Mulka authority to procure temporary help to assist in the assessing office and negotiate compensation, with possible additional duties in the future. **Vote: Unanimous, motion carried.**

Motion by Trustee Soderbloom, second by Trustee Johnson to adjourn the meeting.

Vote: Unanimous, motion carried.

The meeting was declared adjourned by Supervisor Olson at 6:28 p.m.

Respectfully Submitted by,

Reviewed and Approved by,

Samantha Neuens
Breitung Township Clerk

Denny Olson
Breitung Township Supervisor