

Date: 10/07/2021
AS 2021-10

The Board of Assessment Revision meeting was called to order at 9:00 AM on October 7, 2021 in the Susquehanna County Courthouse.

Present: Commissioners A. Hall, J. Herschel, E. Arnold, Director of Assessment/Chief Assessor S. Proof, Assistant Director of Assessment B. Darrow, Secretary S. Wickizer-Edwards

Pledge of Allegiance to the Flag

Commissioner Arnold made a motion to approve the minutes from September 2, 2021.

Seconded by Commissioner Herschel Ayes: unanimous Motion carried

DISCUSSION: Brian P & Heather N Brady (054.14-3,062.00,000): Chief Assessor, Proof, states the Assessment office received a letter from Pennsylvania Department of Military and Veterans Affairs declaring, Brady has demonstrated the required financial need and is recommended to approve for tax exemption status as of August 2, 2021.

Motion was made by Commissioner Arnold to approve tax exemption status.

Seconded by Commissioner Herschel Ayes: unanimous Motion carried

DISCUSSION: Gerry G & Carol J Vail (035.00-2,001.05,000): Chief Assessor, Proof, states the Assessment office received a letter from Pennsylvania Department of Military and Veterans Affairs declaring, Vail has demonstrated the required financial need and is recommended to approve for tax exemption status as of May 5, 2021.

Motion was made by Commissioner Arnold to approve tax exemption status.

Seconded by Commissioner Herschel Ayes: unanimous Motion carried

DISCUSSION: Assessment Office Fee Schedule:

S. Proof and S. Wickizer-Edwards, discuss the proposed changes along with describing data list services in detail. Commissioner Hall, questions if the proposed charges are in-line with surrounding counties' fees. S. Proof explains surrounding counties are around \$0.10 per parcel. A fee of \$0.14 per parcel is suggested for *label* inquiries. A flat-rate is discussed for custom data lists, to which, Commissioner Hall, suggests a fee be set at \$100.00 per hour and is to be charged based on the time used specifically customizing lists on an individual basis. B. Darrow, explains there have been tedious lists requested and while these lists may reflect a minimal number of parcels, they in fact take a greater amount of time, due to the customization.

Motion was made by Commissioner Hall to approve the new Assessment Office Fee Schedule, to begin at the beginning of the year 2022.

Seconded by Commissioner Herschel Ayes: unanimous Motion carried

Commissioner Herschel motioned to adjourn at 9:29 AM.

Seconded by Commissioner Arnold Ayes: unanimous Motion carried

ATTEST:

APPROVED:

Secretary of Board

SUSQUEHANNA COUNTY BOARD OF
ASSESSMENT REVISIONS

John H. Miller

John M. Miller

Robert M. Miller