

## **3/22/2022 Council LBAE Work Session Minutes**

Attendance – David Parsons, Carolyn Runholt, Mark Buysse, Craig Schafer, Steven Meister, Bob Byrnes, Russ Labat, Sharon Hanson, Kyle Box, Lauren Deutz, E. J Moberg.

Meeting called to order by Byrnes at 4:30 p.m. at City Hall, Council Chambers . Parsons reviewed information sent to the council regarding property sales, valuation and classification adjustments for the 2022 assessment and the upcoming Local Board of Appeal and Equalization (LBAE) meeting. Discussion followed.

On-Line LBAE training was discussed. Currently, councilmember Byrnes is a certified LBAE member through 7/1/2024 and councilmember DeCramer is certified through 7/1/2022. Councilmember Schafer is certified through 7/1/2023 and councilmember Labat is certified through 7/1/2025. Discussed the requirement for at least one certified member to be in attendance at the LBAE meeting. If a certified member is not in attendance, the LBAE reverts to an open book meeting and the Local Board loses its meeting authority for the current and the following year.

Parsons reviewed the City of Marshall's quintile plan and reviewed the LBAE Handbook.

Meeting adjourned by Byrnes at 5:15 p.m.

Respectfully Submitted

Carolyn Runholt