

**Warren County Commissioners
Work Session
Commissioners Conference Room
Monday, February 12, 2024, 12:00 p.m.**

Commissioner Kenneth Klakamp called the work session of the Warren County commissioners to order with Commissioner Tricia D. Durbin and Commissioner Daniel Glotz present.

Staff Present: Pamela Matve, Brian Bull, Chief Assessor, and Solicitor Nathaniel Schmidt

Citizens Present

Announcements: Commissioner Kenneth Klakamp announced that the meeting is being recorded.

Public Comment: None

Unfinished Business: None

New Business:

Reassessment Update: Brian Bull, Chief Assessor gave a brief update on the reassessment and how it is coming along.

As of February 6, 2024, the data collection stand as follows:

Total Improved data collected	11,679 (56.5%)
Total vacant collected	2,398 (44.63%)
Inaccessible (gated, posted no trespass, etc.)	997 (3.5%)
Refusals	226 (.7%)

Commissioner Tricia D. Durbin asked, what is total improvement? Brian Bull, Chief Assessor stated that this is everything except Commercial and Industrial.

Brian also stated that we are right on track, and if the weather stays nice, we may be able to get ahead.

Commissioner Tricia D. Durbin then asked if he has given any thought to staffing so that we can keep up after the reassessment to which Brian stated he has been thinking about this.

Commissioner Daniel Glotz stated that the municipalities must do their part also to keep assessment records up to date by letting assessment know when building is happening.

Pitney Bowes: Pamela Matve, Chief Clerk explained that by June 2024 we must replace our postage machine as parts are no longer available and this is a requirement of Pitney Bowes. There will be a monthly and an annual cost as we still need to rent the meter but purchase the machine at a cost of \$9,781.82

This will be on the agenda Wednesday for approval.

2024 Liquid Fuels Allocation: Pamela Matve, Chief Clerk gave the commissioners two separate allocation figures, one for \$130,000 and another for \$140,000. She recommended that we stay at the \$130,000 allocation and leave more in the account in case we do not get as much from the state as anticipated, just as we did in 2022. That is when COVID hit, no one was traveling and the general fund had to give \$16,000 so that we could meet our obligations to the municipalities.

Commissioner Tricia D. Durbin suggested that we go with the \$130,000, and asked Pam to see if we can reimburse ourselves the \$16,000.

Projects:

Upcoming Commissioner Meeting Review: The agenda for the Wednesday, February 14, 2024 meeting was reviewed.

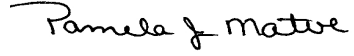
Department/Committee Updates: None

General Discussion: None

Executive Session: None

With nothing further, the work session was adjourned at 12:26 p.m.

Respectfully,

A handwritten signature in black ink that reads "Pamela J. Matve". The signature is written in a cursive, flowing style.

Pamela J. Matve
Chief Clerk

