

REAL ESTATE TAX CYCLE COMMITTEE

Wednesday, November 14, 2018

PRESENT: P. Chapman, D. Moore, K. Novacich-Koberna, M. Parkinson

OTHERS: D. Mendoza, P. Byers, A. Meyer, P. Curtin, P. McRae, B. Davis, V. Cassens, B. Powers,
S. Rolens, L. Ciampoli, T. Soland

A moment of silence was taken in honor of the deaths of current and past board members who have passed this year.

Mr. Parkinson moved, seconded by Mr. Michael, to approve the October meeting minutes.
MOTION CARRIED.

TREASURER:

P. McRae reported to the committee that the 4th installment due date is Wednesday, December 5th. 9 real estate distributions have been made this year and \$332,863,061.02 was distributed, which is 78.15% of taxes extended. The next distribution is scheduled for November 23rd.

COUNTY CLERK:

D. Mendoza reported that the office is collecting levies from the taxing districts. She reported that the last day to file a levy is the last Tuesday of December. That Tuesday falls on Christmas Day, she will extend the date until the 26th to file.

RECORDER OF DEEDS:

A. Meyer reported the deeds of conveyance are holding steady, judicial deeds are down, les pendens are up, tax deeds are up and down and electronic recordings are increasing. 3 years ago the number was 800 for the month of October, for 2018 we are at 1,130.

ASSESSOR:

P. Byers reported that corrections are still be made on tax bills on people that were eligible to renew their exemptions, continue to sign up for 2018 exemptions, 1600 senior exemption renewals were mailed out. Research techs are working in October sales, data entry clerks are working in September. Field work for 2019 quad is currently in Alhambra Township, Leef Township is finished. He also reported that the department is waiting on the state to give a tentative multiplier in the next few weeks. Discussion was held regarding 2 new hires in the department in the event if Alton Township was voted to dissolve. That vote failed. P. Byers reported that J. Dauderman agreed on not hiring one of the two employees. The office is still in need of a replacement employee. The committee will discuss further after the budget is passed. The committee would like to see a job description of the job that needed in the office.

BOARD OF REVIEW:

B. Powers reported that the office is doing bill corrections. 13 new state appeals have been received since last month. The large appeals that are asking for a reduction over 100,000 will be heard in December. She hopes to be finalized by January 15th.

I.T.:

B. Davis reported that the department has assisted the treasurer's office on the set up and printing of the monthly payment plan.

The following purchase request was presented to the committee:

1. The treasurer is preparing the mailing of the delinquent tax notices. This is a 3 year contract. The cost is not to exceed \$18,800.00.

Ms. Novacich-Koberna moved, seconded by Mr. Parkinson, to approve the purchase request as presented. The ayes and nays being called on the motion to approve resulted in a vote as follows: AYES: Moore, Michael, Parkinson and Novacich-Koberna. NAYS: None.

Mr. Michael moved, seconded by Mr. Moore, to approve the trustee report as presented. The ayes and nays being called on the motion to approve resulted in a vote as follows: AYES: Moore, Michael, Parkinson and Novacich-Koberna. NAYS: None.

Ms. Novacich-Koberna moved, seconded by Mr. Moore, to approve the bills for the month. The ayes and nays being called on the motion to approve resulted in a vote as follows: AYES: Moore, Michael, Parkinson and Novacich-Koberna. NAYS: None.

Mr. Parkinson moved, seconded by Mr. Michael, to adjourn the meeting. **MOTION CARRIED.**

/vlj