

## **MINUTES**

Butts County Board of Tax Assessors – Regular Session  
625 W. 3<sup>rd</sup> Street, Jackson, GA 30233, Meeting Room A, Admin Bldg.  
March 19, 2025 – 10:00AM

### **A. CALL TO ORDER**

PLEASE SILENCE YOUR CELL PHONES AND ALL OTHER ELECTRONIC DEVICES.

*The Butts County Board of Assessors regular scheduled meeting was held on March 19, 2025, at 10:00AM in Meeting Room A of the Administration Building. The meeting was called to order by Chairperson Leah Preston-Frickey, Vice Chairperson, Ellen Brewer with Board Members Jimmie Hobgood, Michael Bateman and Terry Nolan attending. Others present include the Board Secretary, Leigh Ann Jeffcoat.*

### **B. CITIZENS COMMENT**

Speakers must sign up prior to the meeting and provide their names, addresses and the topic they wish to discuss. Speakers must direct their remarks to the Board and not to individual Member or to the audience. Personal disagreements with individual Members or County employees are not a matter of public concern and personal attacks will not be tolerated. The Chairperson has the right to limit your comments in the interest of directing the County's business in an efficient and respectable manner.

Speakers will be allotted three (3) minutes to speak on their chosen topics as they relate to matters pertinent to the jurisdiction of the Board of Tax Assessors. No questions will be asked by any of the members during citizen comments. Outbursts from the audience will not be tolerated. Common courtesy and civility are expected at all times during the meeting. No speaker will be permitted to speak more than three (3) minutes or more than once, unless the Board votes to suspend this rule.

*None present.*

### **C. AGENDA**

1. Consider the adoption of the March 19, 2025, agenda.

*Motion by Member Nolan to approve the March 19, 2025, agenda as submitted, motion seconded by Member Bateman and carried unanimously, 5-0.*

## **D. MINUTES**

1. Consider the approval of the minutes from February 19, 2025, regular meeting.

*Motion by Member Bateman to approve the minutes of the February 19, 2025, regular meeting, motion seconded by Member Hobgood and carried unanimously, 5-0.*

2. Consider the approval of the minutes from March 14, 2025, special called meeting.

*Motion by Member Bateman to approve the minutes of March 14, 2025, special called meeting, motion seconded by Member Hobgood and carried unanimously, 5-0.*

## **E. CONSENT AGENDA**

1. Consider the approval of the 2025 new applications for Conservation Use Assessment (CUVA).

SEE ATTACHED LIST MARKED EXHIBIT A: 2025 NEW CUVA APPLICATIONS

2. Consider the approval of the 2025 renewal applications for Conservation Use Assessment (CUVA).

SEE ATTACHED LIST MARKED EXHIBIT B: 2025 RENEWAL CUVA APPLICATIONS

3. Consider the approval of the 2025 continuation applications for Conservation Use Assessment (CUVA).

SEE ATTACHED LIST MARKED EXHIBIT C: 2025 CONTINUATION CUVA APPLICATIONS

*Motion made by Vice Chairperson Brewer to approve the consent agenda, motion was seconded by Member Bateman and carried unanimously, 5-0.*

## **F. NEW BUSINESS**

1. Consider the approval to assess breach penalty of a Conservation Use Valuation Assessment (CUVA).

JASON & JENNIFER WHITAKER  
00090-018-D00

*Discussion on the breach of CUVA. Recommendation is to assess penalty.*

*Motion made by Member Bateman to assess breach penalty, motion seconded by Member Nolan and carried unanimously, 5-0.*

2. Consider the approval of amending the Board of Assessors Policy & Procedures Manual.

*General discussion of the policy for digest corrections.*

*Motion made by Member Bateman to approve the amendment to BOA Policy & Procedures manual, motion seconded by Member Nolan and carried unanimously, 5-0.*

3. Consider the approval to delete Spalding County PINs:  
00030-008-SPC

00020-001-GSP

*Discussion on the Spalding County PINs to remove them from the Butts County digest.*

*Motion made by Member Nolan to delete the Spalding County PINs, motion was seconded by Member Bateman and carried unanimously, 5-0.*

4. Consider the approval of digest correction made to a personal property account.

*Discussion on the changes made by Deen, LLC to correct a personal property account.*

*No action needed by the Board.*

## **G. CHIEF APPRAISER REPORT**

1. Prebill mobile homes appeal deadline

*Prebill mobile home bills were mailed out with the wrong appeal deadline date. The Tax Commissioner's office has mailed a letter informing the taxpayers of the correct date and corrected it on the website. The appeal deadline for prebill mobile homes is April 7, 2025.*

## **H. BOARD COMMENTS**

*None.*

## **I. EXECUTIVE SESSION**

1. Chairman Leah Preston-Frickey requests to conduct a Closed Session for discussion or deliberation on the appointment, employment, compensation, hiring, disciplinary action or dismissal, or periodic evaluation or rating of a county officer or employee as provided in O.C.G.A.50-14-3(6).

*Motion made by Member Bateman to enter Executive Session for purposes identified by Agenda Item (I.1), motion seconded by Vice Chairperson Brewer and carried unanimously, 5-0. Entered the executive session at 11:15AM.*

*Motion by Member Nolan to exit Executive Session and return to regular session, motion seconded by Member Bateman and carried unanimously, 5-0. Exited executive session at 11:50AM.*

## **2. ADJOURNMENT**

*With no further business, motion by Member Bateman to adjourn at 11:50AM, motion was seconded by Member Hobgood and carried unanimously, 5-0.*