

LINCOLN CHARTER TOWNSHIP  
BERRIEN COUNTY, MICHIGAN  
SPECIAL MEETING  
JUNE 8, 2023

A SPECIAL MEETING OF THE LINCOLN CHARTER TOWNSHIP BOARD OF TRUSTEES WAS CALLED BY SUPERVISOR DICK STAUFFER TO REVIEW AND CONSIDER ASSESSING SERVICE CONTRACT WITH B&R ASSESSING SERVICES, LLC.

Notice was posted June 6, 2023.

THE SPECIAL MEETING of the Lincoln Charter Township Board of Trustees was called to order by Supervisor Dick Stauffer on June 8, 2023 at 12:00 p.m. at the Municipal Building, 2055 W. John Beers Rd, Stevensville, MI 49127.

BOARD MEMBERS PRESENT: Gillette, Florian, Loar-Porter, Peterson, Stauffer and Stone.

BOARD MEMBERS ABSENT: Smith.

Stauffer reported to the board that Township Assessor, John Baumann, advised him he would be leaving Lincoln Charter Township as a full-time employee effective 6/11/2023. Baumann has opened an assessing services company that would provide contracted assessing services to municipalities. He is offering his services to the Township as a contracted service.

Stauffer stated the profession is transitioning to the contractor model, there are only 3 municipalities in Berrien County with an assessor on staff.

The knowledge and efficiency Baumann has provided Lincoln is one that we feel the residents deserve to continue to be provided.

The contract was provided to the board and township legal for review.

Baumann would be in the office Monday and Wednesday 7:30-5:00 and available Fridays as needed.

He will be available via email or phone during non-business hours to answer questions or provide information to township staff or taxpayers. Board of Review dates and time will remain unchanged. He will utilize his personal vehicle for all field visits and inspections. Pivot Point Software, GIS and tablet will be provided and paid for by assessor and is included in the cost of assessing services. He will continue to maintain the GIS mapping services currently created for the Township along with the annually producing the AMAR/Sales map on the website and used at BOR.

Contract laid out specific contractor duties. The Township shall retain ownership of all the materials, files and records pertaining to real and personal property assessments within the Township.

Clarification/ Changes were made to contract:

- Section 16- parties agreed to change option to terminate by providing 30-day notice.
- Baumann will add -requirement to maintain MAAO certification to provide services to the Township, to the contract.

- Clarification- Baumann will provide proof of liability insurance (general and professional) for himself. He will also not be covered under the Township workman's comp insurance (contracted services are not part of that coverage).
- Baumann will add- notification will be provided to the Township if any staff added to the company, and clarification that those persons are his responsibility.

**Approval of Contract for Assessing Services. Motion Carried.** Florian moved, seconded by Peterson, to approve the Supervisor and Clerk to sign the assessing services contract between Lincoln Charter Township and B&R Assessing Services, LLC once the discussed changes have been made to the contract. Roll Call: Ayes: Florian, Gillette, Loar-Porter, Peterson, Stauffer and Stone.

There being no further business, the Supervisor adjourned the meeting at 12:35 pm.