

Check Date Bank Check # Payee Description GL # Amount

02/07/2019	GEN	87241	MI DEPT. OF TREASURY	DUE TO STATE OF MICHIGAN	701-000-228.000	256.96
02/12/2019	GEN	87242	DTE Energy	STREETLIGHT EXPENSES	219-219-974.000	470.44
02/12/2019	GEN	87243	Lennard, Graham, & Goldsmith	LEGAL FEES	101-266-805.000	330.00
02/12/2019	GEN	87244	MONROE BANK & TRUST	EDUCATION	101-101-803.000	753.77
02/12/2019	GEN	87245	VERIZON WIRELESS	COMMUNICATIONS	101-265-850.000	158.32
02/19/2019	GEN	87259	KEVIN HEATH	CAPITAL OUTLAY	101-265-970.000	113.37
02/19/2019	GEN	87260	MI DEPT. OF TREASURY	DUE TO STATE OF MICHIGAN	701-000-228.000	245.63
02/19/2019	GEN	87261	MICHIGAN ALARM LLC	PROFESSIONAL SERVICES	101-265-801.000	125.97
02/21/2019	GEN	87262	MI DEPT. OF TREASURY	DUE TO STATE OF MICHIGAN	701-000-228.000	950.24
02/26/2019	GEN	87263	ACE HARDWARE	CUSTODIAN	101-265-810.000	17.98
02/26/2019	GEN	87264	VERIZON WIRELESS	COMMUNICATIONS	101-265-850.000	40.83
02/28/2019	GEN	87265	MONROE COUNTY TREASURERS ASSOC.	DUES AND MEMBERSHIPS	101-253-856.000	55.00

TOTAL - ALL FUNDS

TOTAL OF 12 CHECKS 3,518.51

03/14/2019 01:30 PM  
 User: BUCOLLINS  
 DB: Milan  
 INVOICE REGISTER REPORT FOR MILAN TOWNSHIP  
 POST DATES 02/01/2019 - 02/28/2019  
 JOURNALIZED  
 PAID  
 Page: 1/1

Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
2455	MI DEPT. OF TREASURY	02/07/2019	02/20/2019	256.96	0.00	Paid	Y
2457	DTE Energy	02/01/2019	03/01/2019	470.44	0.00	Paid	Y
2458	Lennard, Graham, & Goldsmith	02/05/2019	02/28/2019	330.00	0.00	Paid	Y
2459	MONROE BANK & TRUST	02/01/2019	03/01/2019	753.77	0.00	Paid	Y
2460	VERIZON WIRELESS	01/02/2019	02/21/2019	158.32	0.00	Paid	Y
2461	Milan Area Fire Dept.	12/31/2018	02/25/2019	1,708.14	0.00	Paid	Y
2462	MI DEPT. OF TREASURY	02/19/2019	02/20/2019	245.63	0.00	Paid	Y
2463	MICHIGAN ALARM LLC	02/08/2019	03/01/2019	125.97	0.00	Paid	Y
2464	KEVIN HEATH	01/26/2019	02/26/2019	113.37	0.00	Paid	Y
2465	MI DEPT. OF TREASURY	02/21/2019	02/28/2019	950.24	0.00	Paid	Y
2467	ACE HARDWARE	02/19/2019	03/19/2019	17.98	0.00	Paid	Y
2468	VERIZON WIRELESS	02/12/2019	03/04/2019	40.83	0.00	Paid	Y
2469	MONROE COUNTY TREASURERS ASSOC.	02/28/2019	03/01/2019	55.00	0.00	Paid	Y
Totals:				5,226.65	0.00		
# of Invoices:				13	# Due:	0	
# of Credit Memos:				0	# Due:	0	

TOTAL DISBURSEMENTS 5,226.65

68,745.00

Net of Invoices and Credit Memos:

*Converted Report*

Check Date	Bank	Check Number	Check Name	Check Gross	Physical Check Amount	Direct Deposit	Status
03/14/2019	GEN	87273	COLLINS, BARBARA J.	1,148.15	929.85	0.00	Open
03/14/2019	GEN	87274	DOPKOWSKI, ROBERT D	266.68	236.73	0.00	Open
03/14/2019	GEN	87275	DROUILLARD, TERESA	674.82	568.75	0.00	Open
03/14/2019	GEN	87276	EARLY, JAMES L	1,115.83	910.38	0.00	Open
03/14/2019	GEN	87277	FRIEND, DAVID	314.05	276.67	0.00	Open
03/14/2019	GEN	87278	HEATH, KEVIN	416.50	366.93	0.00	Open
03/14/2019	GEN	87279	HEATH, PHILIP	1,183.54	1,077.32	0.00	Open
03/14/2019	GEN	87280	LIEB, KAREN JO	1,752.08	1,366.71	0.00	Open
03/14/2019	GEN	87281	MANCIK, OLGA L	208.98	184.11	0.00	Open
03/14/2019	GEN	87282	PORTER, PATRICK T	42.70	39.43	0.00	Open
03/14/2019	GEN	87283	SCHAUER, JOHN	47.38	41.75	0.00	Open
03/14/2019	GEN	87284	WALLINE, MATT P	42.70	37.62	0.00	Open

Totals: Number of Checks: 012 7,213.41 6,036.25 0.00

03/14/2019 01:30 PM INVOICE REGISTER REPORT FOR MILAN TOWNSHIP  
User: BJCOLLINS POST DATES 02/01/2019 - 02/28/2019  
DB: Milan JOURNALIZED  
PAID

Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Unlized
2455	MI DEPT. OF TREASURY	02/07/2019	02/20/2019	256.96	0.00	Paid	Y
2457	DTE Energy	02/01/2019	03/01/2019	470.44	0.00	Paid	Y
2458	Lennard, Graham, & Goldsmith	02/05/2019	02/28/2019	330.00	0.00	Paid	Y
2459	MONROE BANK & TRUST	02/01/2019	03/01/2019	753.77	0.00	Paid	Y
2460	VERIZON WIRELESS	01/02/2019	02/21/2019	158.32	0.00	Paid	Y
2461	Milan Area Fire Dept.	12/31/2018	02/25/2019	1,708.14	0.00	Paid	Y
2462	MI DEPT. OF TREASURY	02/19/2019	02/20/2019	245.63	0.00	Paid	Y
2463	MICHIGAN ALARM LLC	02/08/2019	03/01/2019	125.97	0.00	Paid	Y
2464	KEVIN HEATH	01/26/2019	02/26/2019	113.37	0.00	Paid	Y
2465	MI DEPT. OF TREASURY	02/21/2019	02/28/2019	950.24	0.00	Paid	Y
2467	ACE HARDWARE	02/19/2019	03/19/2019	17.98	0.00	Paid	Y
2468	VERIZON WIRELESS	02/12/2019	03/04/2019	40.83	0.00	Paid	Y
2469	MONROE COUNTY TREASURERS ASSOC.	02/28/2019	03/01/2019	55.00	0.00	Paid	Y

# of Invoices: 13 # Due: 0 Totals: 5,226.65 0.00 0.00  
# of Credit Memos: 0 # Due: 0 Totals: 0.00 0.00 0.00

Net of Invoices and Credit Memos: 5,226.65 0.00

TOTAL DISBURSEMENTS FOR FEB - 7/2,440.06

Bank Code GL Number	Description	Beginning Balance 04/01/2018	Total Debits	Total Credits	Ending Balance 11/30/2018
ODNA2 101-000-006.000	CASH - SAVINGS- OLD NATIONAL FARM	50,304.78	0.00	0.00	50,304.78
	CASH - TAX ACCOUNT	50,304.78	0.00	0.00	50,304.78
+ CD'S 101-000-005.003	RENOVATION CD - FLAGSTAR BANK	11,558.69	0.00	11,656.84	(98.15)
101-000-005.005	GENERAL FUND CD - FLAGSTAR-2804	235,806.76	0.00	0.00	235,806.76
	CD'S	247,365.45	0.00	11,656.84	235,708.61
MBT2 206-000-002.000	CASH - SAVINGS FIRE FUND	28,832.69	94,837.04	118,424.31	5,245.42
	FIRE FUND SAVINGS	28,832.69	94,837.04	118,424.31	5,245.42
CHSBK 101-000-003.000	CHASE GEN FUNDS SAVINGS	46,946.42	753.92	0.00	47,700.34
101-000-001.000	CASH - CHECKING	133,038.77	168,134.35	192,328.37	108,844.75
101-862-001.000	CASH - CHECKING	0.00	0.00	3,156.81	(3,156.81)
206-000-001.000	CASH - CHECKING	0.00	29.00	0.00	29.00
212-000-001.000	CASH - CHECKING	2,898.92	4,706.48	4,971.44	2,633.96
219-000-001.000	CASH - CHECKING	0.00	8,908.02	6,863.78	2,044.24
701-000-001.000	CASH - CHECKING	2,514.71	13,456.49	7,689.01	8,282.19
	GENERAL FUND	185,398.82	195,988.26	215,009.41	166,377.67
TAX PROPERTY TAX ACCOUNT 703-000-001.001	CASH - CHECKING TAX ACCOUNT	110,049.53	685,289.49	677,535.67	117,803.35
	PROPERTY TAX ACCOUNT	110,049.53	685,289.49	677,535.67	117,803.35
ROADS 204-000-002.000	CASH - SAVINGS ROAD	103,591.15	29,370.28	83,172.22	49,789.21
	ROADS CASH ACCOUNT	103,591.15	29,370.28	83,172.22	49,789.21
	TOTAL - ALL FUNDS	725,542.42	1,005,485.07	1,105,798.45	625,229.04

CASH SUMMARY BY BANK FOR MILAN TOWNSHIP  
 FROM 02/01/2019 TO 02/28/2019

Bank Code	Description	Beginning Balance 02/01/2019	Total Debits	Total Credits	Ending Balance 02/28/2019
ODNA2	CASH - TAX ACCOUNT	50,304.78	0.00	0.00	50,304.78
101	GENERAL FUND	50,304.78	0.00	0.00	50,304.78
	CASH - TAX ACCOUNT	50,304.78	0.00	0.00	50,304.78
	GENERAL FUND	50,304.78	0.00	0.00	50,304.78
+ CD'S	GENERAL FUND	235,708.61	0.00	0.00	235,708.61
101	CD'S	235,708.61	0.00	0.00	235,708.61
	CD'S	235,708.61	0.00	0.00	235,708.61
MBR2	FIRE FUND SAVINGS	(9,073.81)	56,147.64	1,708.14	45,365.69
206	FIRE FUND	(9,073.81)	56,147.64	1,708.14	45,365.69
	FIRE FUND SAVINGS	(9,073.81)	56,147.64	1,708.14	45,365.69
CHSBK	GENERAL FUND	94,692.96	924.09	9,903.07	85,713.98
101	GENERAL FUND	94,692.96	924.09	9,903.07	85,713.98
206	FIRE FUND	0.00	0.00	0.00	0.00
212	LIQUOR LAW ENFORCEMENT FUND	2,633.96	0.00	0.00	2,633.96
219	STREET LIGHTING FUND	964.34	0.00	470.44	493.90
245	BRIDGE IMPROVEMENT FUND	0.00	0.00	0.00	0.00
249	BUILDING INSPECTION FUND	0.00	0.00	0.00	0.00
401	CAPITAL PROJECT FUND	0.00	0.00	0.00	0.00
701	AGENCY FUND	11,749.37	1,674.96	1,452.83	11,971.50
757	CROSSWINDS ESCROW FUND	0.00	0.00	0.00	0.00
	GENERAL FUND	110,040.63	2,599.05	11,826.34	100,813.34
ODNA3	PROPERTY TAX ACCOUNT	0.00	0.00	0.00	0.00
101	GENERAL FUND	0.00	0.00	0.00	0.00
703	CURRENT TAX COLLECTION FUND	1,110,300.41	561,993.45	452,508.88	1,219,784.98
	PROPERTY TAX ACCOUNT	1,110,300.41	561,993.45	452,508.88	1,219,784.98
ROADS	ROADS CASH ACCOUNT	8,587.56	0.00	0.00	8,587.56
204	ROAD IMPROVEMENT FUND	8,587.56	0.00	0.00	8,587.56
	ROADS CASH ACCOUNT	8,587.56	0.00	0.00	8,587.56
	TOTAL - ALL FUNDS	1,505,868.18	620,740.14	466,043.36	1,660,564.96

BANK ACCOUNT FILE LISTING FOR MILAN TOWNSHIP  
 AS-OF 02/14/2019

Bank Code	Bank Mailing Address	Bank Info	Current Balance	Beginning Month Bal	Beginning Year Bal
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+	FLAGSTAR	Account No. 117755267 Description: CD'S Phone Number	235,708.61	235,708.61	247,365.45
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CHSBK	CHASE SAVINGS	Account No. 000001601779075 Description: GENERAL FUND Phone Number	47,365.35	47,365.35	46,946.42
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FIRE	MBT FIRE FUND	Account No. 206-000-001.000 Description: FIRE FUND Phone Number	0.00	0.00	0.00
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GEN	MONROE BANK & TRUST 102 EAST FRONT ST. MONROE MT, 48161	Account No. 710001316 Description: GENERAL FUND Phone Number	55,741.74	62,675.28	138,452.40
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MBT2	MBT SAVINGS - FIRE	Account No. 206-000-002.000 Description: FIRE FUND SAVINGS Phone Number	45,365.69	(9,073.81)	28,832.69
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ODNA2	OLD NATIONAL	Account No. 101-000-006.000 Description: CASH - TAX ACCOUNT Phone Number	50,304.78	50,304.78	50,304.78
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ODNA3	O N B TAX P. O. BOX 718 EVANSVILLE IN, 47705	Account No. 8023107 Description: PROPERTY TAX ACCOUNT Phone Number 800-731-2265	0.00	0.00	0.00
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ROADS		Account No. Description: ROADS CASH ACCOUNT Phone Number	8,587.56	8,587.56	103,591.15
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TAX	MBT TAX	Account No. 110010032 Description: PROPERTY TAX ACCOUNT Phone Number	1,096,202.40	1,110,300.41	110,049.53
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Bank Code	Bank Mailing Address	Bank Info	Current Balance	Beginning Month Bal	Beginning Year Bal
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# February 2019 Building Dept Report

During January, 4 permits were issued totaling \$364.75.

David Friend made 3 inspections and worked 8 hrs at the hall. He also issued 4 permits.

There were no mechanical, plumbing or electrical inspections.

Expenses for February totaled \$314<sup>05</sup>.

# MILAN TWP BUILDING DEPT. REPORT MASTER

DATE	PERMIT #	NAME	AMT.	CHECK #
2/5/2019	1849-M	Marks, 9977 Azalia Rd. Gas Line to Generator American Heating & Cooling 1118 Union Street Monroe, MI. 4816	\$65.00	60151
2/7/2019	1851-E	Lamson, 18022 Milwaukee Rd Wiring to Solar Panel Power Home Solar, LLc 919 N. Main Street Mooresville, N.C. 28115	\$65.00	24695
2/7/2019	1850B	Lamson, 18022 Milwaukee Rd 12 Roof Mts for Solar Panels Power Home Solar, LLc 919 N. Main Street Mooresville, N.C. 28115	\$169.75	24694
2/7/2019	1852E	Mayher, 9977 Azalia Rd Back-up Generator Electrical Services Plus, Inc. 2550 Irish Road Ida, MI. 48140	65.00	7437
		<b>TOTAL</b>	364.75	



1/20  
40  
1800  
311.00

MILAN TOWNSHIP

BUILDING INSPECTOR TIMESHEET

INSPECTOR NAME D. Friend MONTH/YEAR 2-2019 PERMITS ISSUED (4)

HOURS AT HALL (8) PLAN REVIEW \_\_\_\_\_ SITE PLANS (HOUSE) \_\_\_\_\_ SITE PLANS (OTHER) \_\_\_\_\_

SPECIAL INSPECTIONS \_\_\_\_\_ REGULAR INSPECTIONS (3) ADDRESS ASSIGNED \_\_\_\_\_

ADDRESS	PERMIT	DATE	RESULTS	TYPE OF INSPECTION
<u>18080 MIL</u>	<u>1843</u>	<u>2-10</u>	APP. NOT APP.	ROUGH FINAL
<u>196728 DAERMAN</u>	<u>1833</u>	<u>2-12</u>	APP. NOT APP.	ROUGH FINAL
<u>18022 MIL</u>	<u>1850</u>	<u>2-20</u>	APP. NOT APP.	ROUGH FINAL
_____	_____	_____	APP. NOT APP.	ROUGH FINAL
_____	_____	_____	APP. NOT APP.	ROUGH FINAL
_____	_____	_____	APP. NOT APP.	ROUGH FINAL
_____	_____	_____	APP. NOT APP.	ROUGH FINAL
_____	_____	_____	APP. NOT APP.	ROUGH FINAL
_____	_____	_____	APP. NOT APP.	ROUGH FINAL

Signature indicates you performed the above inspections.

*[Handwritten Signature]*

INSPECTOR

CLERK SIGNATURE

ALL TIMESHEETS MUST BE TURNED IN THE LAST FRIDAY OF THE MONTH.

# BUILDING PERMIT

THIS PERMIT MUST BE POSTED ON THE PREMISES. ANY PERSON WILLFULLY DESTROYING THIS PERMIT BEFORE COMPLETION OF BUILDING WILL BE PROSECUTED TO THE FULL EXTENT OF THE LAW.

**DO NOT OCCUPY THIS BUILDING BEFORE OBTAINING CERTIFICATE OF OCCUPANCY**

DATE: 2-5-19

THIS PERMIT HAS BEEN ISSUED FOR THE ERECTION OF:

GAS LINE TO GENERATOR

160151

LOCATION: 9977 AZALIA

FEE: \$ 65.00

OWNER: TOM MARKS

CONTRACTOR: AMERICAN

W. P. K.

BUILDING INSPECTOR

PLUMBING INSPECTION APPROVAL			ELECTRICAL INSPECTION APPROVAL			MECHANICAL INSPECTION APPROVAL			BUILDING INSPECTION APPROVAL		
	Date	Inspector		Date	Inspector		Date	Inspector		Date	Inspector
Sewer	_____	_____	Temp Service	_____	_____	Rough	_____	_____	Foundation	_____	_____
Rough	_____	_____	Rough	_____	_____		_____	_____	Concrete Slab	_____	_____
Final	_____	_____	Final	_____	_____	Final	_____	_____	Frame	_____	_____
									Insulation	_____	_____
									Lath or Gypsum Board	_____	_____
									Final	_____	_____

OCCUPANCY PERMIT \_\_\_\_\_ BUILDING OFFICIAL \_\_\_\_\_  
 Date \_\_\_\_\_

# BUILDING PERMIT

THIS PERMIT MUST BE POSTED ON THE PREMISES. ANY PERSON WILLFULLY DESTROYING THIS PERMIT BEFORE COMPLETION OF BUILDING WILL BE PROSECUTED TO THE FULL EXTENT OF THE LAW.

**DO NOT OCCUPY THIS BUILDING BEFORE OBTAINING CERTIFICATE OF OCCUPANCY**

DATE: 2-7-19

THIS PERMIT HAS BEEN ISSUED FOR THE ERECTION OF:

12 ROOF MOUNT SOLAR PANELS

✓ 24694

LOCATION: 18022 MILWAUKEE

FEE: 169.75

OWNER: LAMSON

CONTRACTOR: POWER HOME

K. [Signature]

BUILDING INSPECTOR

PLUMBING INSPECTION APPROVAL			ELECTRICAL INSPECTION APPROVAL			MECHANICAL INSPECTION APPROVAL			BUILDING INSPECTION APPROVAL		
	Date	Inspector		Date	Inspector		Date	Inspector		Date	Inspector
Sewer	_____	_____	Temp Service	_____	_____	Rough	_____	_____	Foundation	_____	_____
Rough	_____	_____	Rough	_____	_____		_____	_____	Concrete Slab	_____	_____
Final	_____	_____	Final	_____	_____	Final	_____	_____	Frame	_____	_____
									Insulation	_____	_____
									Lath or Gypsum Board	_____	_____
									Final	_____	_____

OCCUPANCY PERMIT \_\_\_\_\_  
Date

BUILDING OFFICIAL \_\_\_\_\_

# BUILDING PERMIT

THIS PERMIT MUST BE POSTED ON THE PREMISES. ANY PERSON WILLFULLY DESTROYING THIS PERMIT BEFORE COMPLETION OF BUILDING WILL BE PROSECUTED TO THE FULL EXTENT OF THE LAW.

**DO NOT OCCUPY THIS BUILDING BEFORE OBTAINING CERTIFICATE OF OCCUPANCY**

DATE: 2-7-19

THIS PERMIT HAS BEEN ISSUED FOR THE ERECTION OF:

WIRING TO SOLAR PANELS  
(ONE INSPECTION)

124695

FEE: 65.00

LOCATION: 18022 MILWAUKEE

OWNER: LAMSON

CONTRACTOR: LAW

[Signature]

BUILDING INSPECTOR

PLUMBING INSPECTION APPROVAL			ELECTRICAL INSPECTION APPROVAL			MECHANICAL INSPECTION APPROVAL			BUILDING INSPECTION APPROVAL		
	Date	Inspector		Date	Inspector		Date	Inspector		Date	Inspector
Sewer	_____	_____	Temp Service	_____	_____	Rough	_____	_____	Foundation	_____	_____
Rough	_____	_____	Rough	_____	_____	Final	_____	_____	Concrete Slab	_____	_____
Final	_____	_____	Final	_____	_____				Frame	_____	_____
									Insulation	_____	_____
									Lath or Gypsum Board	_____	_____
									Final	_____	_____

OCCUPANCY PERMIT \_\_\_\_\_  
Date

BUILDING OFFICIAL \_\_\_\_\_

# BUILDING PERMIT

THIS PERMIT MUST BE POSTED ON THE PREMISES. ANY PERSON WILLFULLY DESTROYING THIS PERMIT BEFORE COMPLETION OF BUILDING WILL BE PROSECUTED TO THE FULL EXTENT OF THE LAW.

**DO NOT OCCUPY THIS BUILDING BEFORE OBTAINING CERTIFICATE OF OCCUPANCY**

DATE: 2-7-19

THIS PERMIT HAS BEEN ISSUED FOR THE ERECTION OF:

*BACK UP GENERATOR*

*✓ 7437*

LOCATION: 9977 AZALIA

FEE: 65.00

OWNER: *MAYNAR*

CONTRACTOR: *ELEC SERVICE*

*[Signature]*

BUILDING INSPECTOR

PLUMBING INSPECTION APPROVAL			ELECTRICAL INSPECTION APPROVAL			MECHANICAL INSPECTION APPROVAL			BUILDING INSPECTION APPROVAL		
	Date	Inspector		Date	Inspector		Date	Inspector		Date	Inspector
Sewer	_____	_____	Temp Service	_____	_____	Rough	_____	_____	Foundation	_____	_____
Rough	_____	_____	Rough	_____	_____	Final	_____	_____	Concrete Slab	_____	_____
Final	_____	_____	Final	_____	_____				Frame	_____	_____
									Insulation	_____	_____
									Lath or Gypsum Board	_____	_____
									Final	_____	_____

OCCUPANCY PERMIT \_\_\_\_\_  
Date

BUILDING OFFICIAL \_\_\_\_\_

**ASSESSOR REPORT**  
**March 14, 2019**

**FIELD WORK/PARCELS VISITED:**

Fieldwork will resume in May, 2019.

**OTHER WORK:**

Processed Personal Property statements and Small Business Taxpayer Exemptions exemption for 2019. Processed four (4) Eligible Manufacturing Personal Property exemptions (up from two last year.)

Prepared and uploaded Assessment Change Notices for 2019 for both real and personal properties. Used new mailing company KCI. Worked very well.

Finalized assessment data for ECF and Sales maps for 2019.

Assessor work was completed on the 2019 Assessment Roll and the roll was turned over to the Board of Review at the Organizational Meeting on March 5th, 2019 at 11:00 a.m.

Conducted March Board of Review Appeal hearings on March 13 & 14 2019. Had one appeal and granted three (3) Disabled Veteran Exemptions and four (4) late filed Small Business Tax exemptions.

**LOOKING AHEAD:**

File the final assessment roll and other required reports with Monroe County Equalization and State Tax Commission.

Attend MTA Class: "Assessment Administration of Agricultural Properties" on April 1, 2019, therefore, I will not be in the office on Monday April 1<sup>st</sup>.

Respectfully submitted,

Karen Jo Lieb, Assessor