

**BUTLER TOWNSHIP
ASSESSMENT RECORD AVAILABILITY
POLICY - RESOLUTION # 2021-001**

WHEREAS, Butler Township employs Erica Ewers, owner of Double E Enterprises, LLC to provide assessing services in accordance with the constitution and laws of this state; and

WHEREAS, MCL 211.10a requires that assessment records be available for public inspection and copying; and

WHEREAS, the township assessment records are in the possession of Double E Enterprises, LLC at its office; and

NOW, THEREFORE, BE IT RESOLVED:

- that the assessment records are available for review at 1048 Campbell Rd. Quincy, Michigan 49082;
- that normal business hours are from 9 a.m. to 5 p.m. Monday through Friday;
- that requests for an appointment to review/inspect public assessing information or to obtain copies of such can be made by calling Assessor, Erica Ewers at: 517-639-9074 or by emailing her at: ewersed@dmcibb.net;
- that requests for inspection or copies of public assessment records will be immediately supplied whenever possible or within seven (7) regular business days; and
- that any taxpayer needing to discuss aspects of their property values, exemption, classification etc. at any time including prior to the annual meeting of the March Board of Review should call the assessor to schedule a time to meet at 1048 Campbell Rd, Quincy, Michigan 49082;
- that Butler Township uses BS&A Software company as its computer-assisted mass appraisal system which has sufficient software capabilities to store and back up all assessing related data;

The foregoing policy was offered by:

Linda Hammontree

And supported by:

Janis Olney

Upon roll call the following voted

Yes: 5 No: 0 Absent:

Smith, Brenner, Bracy, Olney - Hammontree

The Supervisor declared the policy adopted.

Supervisor Gary Smith

I, LINDA HAMMONTREE, the duly elected Clerk of BUTLER Township, hereby certify that the foregoing resolution was adopted by the BUTLER Township Board at the regular meeting of said board held on January 25, 2021, at which meeting a quorum was present by a roll call vote of said members as hereinbefore set forth; that said resolution was ordered to take immediate effect.

Linda A. Hammontree
Linda Hammontree, Clerk