

## SAUBLE TOWNSHIP

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### BOARD OF REVIEW ORGANIZATIONAL MEETING MINUTES March 3, 2026, 12:15 PM – 1:15 PM

**CALL TO ORDER:** Meeting was called to order by Hamid Mir at 12:00 PM.

#### **ROLL CALL**

Present: Hamid Mir, Mike Dewey, Jim Johnson

Also Present: Jessica Johnson, Assessor, Mary Ann Nugent, Secretary

**APPROVAL OF PREVIOUS MEETING MINUTES:** December 9, 2025

Motion made by Hamid Mir to approve December BOR minutes dated 12/9/25, as presented, supported by Mike Dewey.

#### **APPOINTMENT OF OFFICERS:**

Chairperson: Hamid Mir

Timekeeper: Jim Johnson

Secretary: Mary Ann Nugent, Ex-Off.

#### **DISCUSSION ITEMS/OTHER BUSINESS:**

1. Jessica Johnson, Assessor, provided the July and December 2026 Board of Review Meeting dates as follows:
  - a) Thursday, July 23, 2026, time to be determined
  - b) Thursday, December 17, time to be determined
2. Discussion on time limit for individual taxpayer appeal to the Board of Review – 10 minutes.
3. Jessica Johnson, Assessor, provided an overview of key forms, questions or scenarios that may be presented to the BOR and answered BOR member questions. Jessica left a binder for Sauble Township with sample forms, training certificates, and other pertinent documents.

#### **PRESENTATION OF ASSESSMENT ROLL:**

Jessica Johnson provided the Sauble Township Assessment Roll via USB Flash Drive, available on Sauble Township Supervisor's laptop, Mary Ann Nugent, BOR Secretary at Appeals Meetings.

**PUBLIC COMMENT:** None

**ADJOURN:** Motion made by Hamid Mir to adjourn the Organizational Meeting at 1:15 PM, motion supported by Jim Johnson. Motion carried 3/0.

Respectfully submitted by:

Mary Ann Nugent  
Secretary, Sauble Township Board of Review