

Board of Assessment Review Meeting - GEORGETOWN, DELAWARE, July 23, 2025

A scheduled meeting of the Board of Assessment Committee was held on Wednesday, July 23, 2025, at 9:00 a.m., in Council Chambers, with the following present:

Katrina Mears	Manager of Business Services
Daniel DeMott	Attorney
Eric Davis	Board Member
Thomas Roth	Board Member
Karen Wahner	Board Member
Ashley Godwin	Board Member

Call to Order **Mr. Roth called the meeting to order.**

M25-211 **A Motion was made by Ms. Wahner, seconded by Ms. Godwin, to approve**
Approve **the Agenda.**
Agenda

Motion Adopted: 4 Yeas

Vote by Roll Call: Ms. Godwin, Yea; Ms. Wahner, Yea;
Mr. Davis, Yea; Mr. Roth, Yea

Rules of Procedure **The Board reviewed the proposed Rules of Procedure for 2026, which**
2026 **require pre-approval by January. It was noted that a few corrections were**
2026 **identified during the review. In Article 6, Section 6(a), the first sentence**
2026 **ends after the word “appellant.” It was recommended that the sentence be**
2026 **revised to add “and their property”. In Article 8, the first sentence contains**
2026 **a duplicate use of the word “appellant.” It was agreed that one instance**
2026 **should be removed for clarity. Discussion confirmed that the remaining**
2026 **language, including “and shall each be limited,” was appropriate once**
2026 **corrected.**

M25-212 **A Motion was made by Ms. Wahner, seconded by Mr. Davis, to approve the**
Approve **Rules of Procedure for 2026 as amended as well as Appendix I.**
Rules of **Procedure**

2026 **Motion Adopted: 4 Yeas**

Vote by Roll Call: Ms. Godwin, Yea; Ms. Wahner, Yea;
Mr. Davis, Yea; Mr. Roth, Yea

Public **No Public Comments were heard.**
Comments

**M25-213
Approve
Minutes**

A Motion was made by Ms. Wahner, seconded by Ms. Godwin, to approve the May 12, 2025 minutes.

Motion Adopted: 4 Yeas

**Vote by Roll Call: Ms. Godwin, Yea; Ms. Wahner, Yea;
Mr. Davis, Yea; Mr. Roth, Yea**

**M25-214
Approve
Minutes**

A Motion was made by Ms. Godwin, seconded by Mr. Davis, to approve the May 14, 2025 minutes.

Motion Adopted: 4 Yeas

**Vote by Roll Call: Ms. Godwin, Yea; Ms. Wahner, Yea;
Mr. Davis, Yea; Mr. Roth, Yea**

**M25-215
Approve
Minutes**

A Motion was made by Mr. Davis, seconded by Ms. Wahner, to approve the May 16, 2025 minutes.

Motion Adopted: 4 Yeas

**Vote by Roll Call: Ms. Godwin, Yea; Ms. Wahner, Yea;
Mr. Davis, Yea; Mr. Roth, Yea**

**M25-216
Approve
Minutes**

A Motion was made by Ms. Wahner, seconded by Ms. Godwin, to approve the May 21, 2025 minutes.

Motion Adopted: 4 Yeas

**Vote by Roll Call: Ms. Godwin, Yea; Ms. Wahner, Yea;
Mr. Davis, Yea; Mr. Roth, Yea**

**M25-217
Approve
Minutes**

A Motion was made by Mr. Davis, seconded by Ms. Godwin, to approve the May 23, 2025 minutes.

Motion Adopted: 4 Yeas

**Vote by Roll Call: Ms. Godwin, Yea; Ms. Wahner, Yea;
Mr. Davis, Yea; Mr. Roth, Yea**

**M25-218
Approve
Minutes**

A Motion was made by Ms. Godwin, seconded by Ms. Wahner, to approve the May 28, 2025 minutes.

Motion Adopted: 4 Yeas

**Vote by Roll Call: Ms. Godwin, Yea; Ms. Wahner, Yea;
Mr. Davis, Yea; Mr. Roth, Yea**

**M25-219
Approve
Minutes**

A Motion was made by Mr. Davis, seconded by Ms. Wahner, to approve the May 30, 2025 minutes.

Motion Adopted: 4 Yeas

**Vote by Roll Call: Ms. Godwin, Yea; Ms. Wahner, Yea;
Mr. Davis, Yea; Mr. Roth, Yea**

**M25-220
Approve
Minutes**

A Motion was made by Ms. Wahner, seconded by Ms. Godwin, to approve the June 04, 2025 minutes.

Motion Adopted: 4 Yeas

**Vote by Roll Call: Ms. Godwin, Yea; Ms. Wahner, Yea;
Mr. Davis, Yea; Mr. Roth, Yea**

**M25-221
Approve
Minutes**

A Motion was made by Mr. Davis, seconded by Ms. Godwin, to approve the June 06, 2025 minutes.

Motion Adopted: 4 Yeas

**Vote by Roll Call: Ms. Godwin, Yea; Ms. Wahner, Yea;
Mr. Davis, Yea; Mr. Roth, Yea**

**M25-222
Adjourn**

A Motion was made by Ms. Wahner, seconded by Ms. Godwin to adjourn at 9:10 a.m.

Motion Adopted: 4 Yeas

**Vote by Roll Call: Ms. Godwin, Yea; Ms. Wahner, Yea;
Yea; Mr. Davis, Yea; Mr. Roth, Yea**

Respectfully submitted,

**Casey Hall
Recording Secretary**

{An audio recording of this meeting is available on the County's website.}