

Au Train Township Board Resolution No. 2019-003
RESOLUTION ESTABLISHING A POLICY FOR THE INSPECTION OF ASSESSMENT RECORDS

WHEREAS, the Public has the right to inspect the official Au Train Township Assessment records;
And

WHEREAS, from time to time Au Train Township will receive request for records;
And

WHEREAS, it is necessary to adopt a Policy to obtain those records and to insure those requests are addressed in an efficient and consistent manner;

THEREFORE BE IT RESOLVED, the Au Train Township Board hereby adopts the following process to obtain information or copying of assessment records:

1. All phone calls and/or mail received by Township Officials will be forwarded to the Au Train Township Assessor for his response; and
2. The Au Train Township Assessor is expected to respond to all mail and phone call requests; and
3. Copies of Assessment Record Cards and/or other assessment related materials shall be provided in a timely manner.

BE IT FURTHER RESOLVED that the official contact information for the Au Train Township Assessor is as follows:

Cameron Fuess
Au Train Township Assessor
P.O. Box 33
Au Train, MI 49806
Cell phone number: 224-388-3003
Email: autrainassessor@gmail.com

The foregoing Resolution offered by Board Member: Johnson

Second offered by Board Member: Carr

Upon Roll Call vote the following voted:

"Aye" Johnson, Carr, Doucette, Miller, Cota

"Nay" None

The Supervisor declared the Resolution adopted.

Mary Walther Johnson 3/11/2019
Mary Walther Johnson, Clerk Date