

VILLAGE BOARD OF REVIEW

**VILLAGE OF GRESHAM
801 MAIN STREET
GRESHAM, WI 54128
THURSDAY, MAY 11TH. 2023**

BOARD OF REVIEW MINUTES

CALL TO ORDER: T. Madsen village Trustee called the meeting to order at 4:00 p.m.

ROLL CALL: R. Giese, President absent, T. Madsen, Trustee present, B. Ebert, Trustee present, E. Schmidt, Trustee was present at 4:20 but texted and said he would to be late early in the day. J. Kristof Clerk was present.

OTHER PRESENT: Jake Baumback, Village Assessor. No other visitors were present.

CONFIRMATION OF APPROPRIATE BOR AND OPEN MEETING NOTICE. The agenda was posted.

SELECT CHAIRPERSON FOR BOR. B. Ebert moved to nominated T. Madsen, T. Madsen seconded. I, T Madsen make a motion to cast a unanimity ballot for T. MadsenMotion carried

SELECT A BOR VICE-CHAIRPERSON. T. Madsen moved to nominate for Vice- Chairperson B. Ebert seconded by B. Ebert. I, T. Madsen make a motion to cast a unanimity ballot for B. Ebert.....Motion carried.

VERIFY THAT ONE BOR MEMBER HAS MET THE ANNUAL MANDATORY TRAINING REQUIREMENTS. It Was verified that T. Madsen took the training by J. Kristof

VERIFY THAT THE VILLAGE HAS AN ORDINANCE FOR THE CONFIDENTIALITY OF INCOME AND EXPENSE INFORMATION PROVIDED TO THE ASSESSOR UNDER STATE LAW (WIS. STAT. § 70.47 (7)(af). It was verified to the BOR that a copy of the ordinance for confidentiality of income was in the packet that was given to the BOR members.

REVIEW NEW LAWS IF ANY. The new law states that one member of the BOR takes the training each year. The training came from the State of Wisconsin. The video was used for 2023.

VERIFY ADOPTION OF AMENDMENT TO POLICY REGARDING THE PROCEDURE FOR SWORN TELEPHONE TESTIMONY AND SWORN WRITTEN TESTIMONY. It was verified that the policy regarding the procedure from sworn telephone testimony and sworn written testimony was in the BOR packet.

VERIFY ADOPTION OF POLICY REGARDING THE PROCEDURE FOR WAIVER OF BOR HEARING REQUEST. It was verified that the policy regarding the procedure for waiver of BOR hearing request was also in the BOR packet.

FILING AND SUMMARY OF ANNUAL ASSESSMENT REPORT BY ASSESSOR'S OFFICE. Per J. Baumback for the last 3 to 4 years this is not required.

RECEIPT OF THE ASSESSMENT ROLL BY THE CLERK FROM THE ASSESSOR. J. Kristof, Village Clerk has signed and received the assessment Roll from J. Baumback, Assessor which he also signed in front of the Clerk J. Kristof.

RECEIVE ASSESSMENT ROLL AND ANY SWORN STATEMENT FROM THE CLERK. The Assessment Roll and Sworn Statement were received from the clerk.

REVIEW THE ASSESSMENT ROLL AND PERFORM STATUTORY DUTIES. The Assessment Roll was given to BOR members and the BOR members went through the Assessment Roll

- a. **EXAMINE THE ROLL:** Nothing was found.
- b. **CORRECT DESCRIPTION OR CALCULATION ERRORS.** Nothing was found
- c. **ELIMINATE DOUBLE ASSESSED PROPERTY.** Nothing was found

DISCUSSION/ACTION – CERTIFY ALL CORRECTIONS OF ERROR UNDER STATELAW (WIS. STAT. § 70.43).
None

DISCUSSION/ACTION – VERIFY WITH ASSESSOR THAT OPEN BOOK CHANGES ARE INCLUDED IN THE ASSESSMENT ROLL. All the correct changes are included in the Assessment Roll. This was answered by J. Baumbach.

ALLOW TAXPAYERS TO EXAMINE ASSESSMENT DATA. There were no taxpayers present.

DURING THE FIRST TWO HOURS, CONSIDERATION OF:

- a. **WAIVERS OF THE REQUIRED 48 HOUR NOTICE OF INTENT TO FILE AN OBJECTION WHEN THERE IS GOOD CAUSE.** None
- b. **REQUEST FOR WAIVER OF THE BOR HEARING ALLOWING THE PROPERTY OWNER AN APPEAL DIRECTLY TO THE CIRCUIT COURT.** None
- c. **REQUESTS TO TESTIFY BY TELEPHONE OR SUBMIT SWORN WRITTEN STATEMENT.** None
- d. **SUBPOENA REQUESTS AND:** None
- e. **ACT ON ANY OTHER LEGALLY ALLOWED/REQUIRED BOR MATTERS.** None

REVIEW NOTICES OF INTENT TO FILE OBJECTION. None

PROCEED TO HEAR OBJECTIONS, IF ANY AND IF PROPER NOTICE/WAIVERS GIVEN UNLESS SCHEDULED FOR ANOTHER DATE. None

CONSIDER/ACT-SCHEDULING ADDITIONAL BOR DATE (S). No need to schedule no one was present.

ADJOURN (TO FUTURE DATE IF NECESSARY). Motion by B. Ebert to adjourn the BOR, second by E. Schmidt. The meeting was adjourned at 6:00 p.m....Motion carried 3 YEA 0 NAY



Thomas Madsen, Village Trustee
Chairperson for Board of Review



Judith Kristof, Village Clerk