

BOARD OF REVIEW

May 29, 2019

4:30 p.m.

MEMBERS PRESENT	Robert Stupi, Jeff Herlitzke, Jerome Pedretti
OTHERS PRESENT	Clerk Marilyn Pedretti
ASSESSOR	Tony Robley

The meeting was called to order at 4:30 p.m. Meeting notice was properly published and posted. Roll call was taken with Robert Stupi and Jerome Pedretti present. Jeff Herlitzke arrived at 6:34 p.m.

Motion by J Pedretti/Stupi to elect Robert Stupi as Board of Review chair. **MOTION** carried.

Motion by Stupi/J Pedretti to elect Jerome Pedretti as Board of Review vice chair. **MOTION** carried.

HOUSEKEEPING

- Verified that two (2) of the members present had met the mandatory training requirements.
- Verified that the Town had an ordinance for the confidentiality of income and expense information provided to the assessor under state law.
- Verified that the Town has policies regarding the procedures for sworn telephone testimony, sworn written testimony and for the waiver of Board of Review hearing requests.

ASSESSMENT ROLL

Tony Robley, Associated Appraisals, reported that the Annual Assessment Report is provided 30 days after the Board of Review. The assessment roll was received by the Town Clerk and a sworn statement was signed. The Town Board examined the roll. No errors or corrections were required. Robley confirmed that all open book changes were included in the assessment roll.

ASSESSMENT SUMMARY

Robley provided a summary of the Annual Assessment Report. He noted that the Town is not currently in compliance with state comparisons but that the State allows non-compliance for four consecutive years before action must be taken. He explained two hand-outs: (1) Final Major Class Comparison report and (2) 2018 assessment/sales ratio analysis from the Wisconsin Department of Revenue (DOR) and answered questions. The Board asked questions about the market adjustment that will be conducted in 2020.

TWO HOUR CONSIDERATION

Having no case before the Board, the recorder was turned off until such time as a taxpayer would appear or until the State required two hours was fulfilled. No petitions were received during the two hour session.

Motion to adjourn was made by Stupi/Herlitzke. **MOTION** carried unanimously. Meeting adjourned at 6:31 p.m.

Respectfully submitted,
Marilyn Pedretti
Town Clerk