



Board of Review Minutes

The Common Council met at the City of Nekoosa Office

Location: Council Chambers, 951 Market St. Nekoosa, WI 54457

Time: Wednesday, May 14th, 2025, at 5:00 P.M.

Call to Order

The meeting was called to order at 5:04pm by City Clerk, Kallee Dhein.

Roll Call

Members Present: Alan Marcoux, Anthony Carlson, Brad Hamilton, Kallee Dhein, and Brian Lytner – mid meeting.

Also in attendance was Beth Polacek and Steve Shepro, both with Forward Appraisal.

Confirmation of Notices

City Clerk Dhein confirmed that the appropriate notices were published in the Wisconsin Rapids Tribune on April 24th, 2025. The notice was also electronically published on the city website and physically published at 4 separate locations, those being at Charles and Joann Lester Library, Riverside Park, the post office, and on the City Hall door. The agenda for the Board of Review was posted on the City Hall door and on the city website as well.

Selection of Chairperson and Vice Chairperson

City Clerk Dhein requested nominations for BOR Chairperson.

Brad Hamilton nominated Alan Marcoux.

No further nominations were submitted; the Clerk closed the nominations.

Alan Marcoux was selected as chairperson with a 3-0 unanimous vote.

City Clerk Dhein requested nominations for BOR Vice Chairperson.

Brad Hamilton nominated Anthony Carlson; Alan Marcoux nominated Brad Hamilton.

No further nominations were submitted; the Clerk closed the nominations.

Anthony Carlson was selected as vice chairperson with a 2-1 vote.

Training Requirements

City Clerk Dhein certified that she and Brian Lytner completed the mandatory BOR training courses and exams that are required as specified by Sec. 70.46 (4) of the Wisconsin Statutes.

Policy Review

City Clerk Dhein confirmed that chapter 1.18(3) in the city code covered the confidentiality of income and expense information provided to the assessor under state law.

She also confirmed that there were no new laws regarding the Board of Review that needed to take effect. City Clerk Dhein also verified the policies for sworn telephone testimony & sworn written testimony and the waiver for Board of Review hearing requests.

Assessment Verification

Assessors Beth Polacek and Steve Shepro confirmed that they filed the Annual Assessment Report with Clerk Dhein, and they had a copy of it on their computer for the Board members to review if they wanted. Few adjustments occurred and were sent to owners as this was a maintenance year and not a reassessment year. City Clerk Dhein signed the 2025 assessment roll.

There were no errors noticed in the roll that the Board had mentioned. Since there were no cases to be heard out, the Board recessed at 5:09pm per motion from Brad Hamilton and second by Anthony Carlson and reconvened at 7:03pm per motion from Brad Hamilton and second from Anthony Carlson.

Adjournment

A motion was made to adjourn the meeting.

Motion by: Alan Marcoux

Seconded by: Anthony Carlson

Motion carried unanimously.

Meeting adjourned at 7:04pm