

**TOWN OF JACKSONPORT
DOOR COUNTY, WISCONSIN
BOARD OF REVIEW
NOTICE OF MEETING AGENDA &
NOTICE for OBJECTION HEARINGS**

**May 27, 2026 from 3:00pm until 5:00pm
Town Hall/Fire Station 3365 County Rd V**

AGENDA

The Board of Review for the Town of Jacksonport, Door County, Wisconsin, hereby provides its written notice and agenda for its upcoming public meeting on Wednesday, May 27, 2026 beginning at 3pm at 3365 County Road V, Sturgeon Bay, Wisconsin 54235

Board of Review Members: Tom Wilson, Renn Jervis, Theresa Cain-Bieri, Al Birnschein (Alt. 1), Eileen Pounds (Alt. 2)

This meeting will be held a minimum of 2 hours as required by law. The Board of Review meeting is in-person.

1. Call Board of Review (BOR) to Order & Meeting Recording Announcement
2. Roll Call
3. Confirmation of appropriate BOR and Open Meetings Notices
4. Select a Chairperson for BOR
5. Select a Vice-Chairperson
6. Approve minutes from BOR meetings: September 30, 2025
7. Verify that a member of Board of Review has met the mandatory training requirements per Wisconsin Statutes 70.46(4)
8. Verify that the Town has an ordinance for the confidentiality of income and expense information provided to the Assessor under state law (Wis Stat 70.47 (7) (af))
9. Review of new laws
10. Adoption of amendment of policy regarding the procedure for sworn telephone testimony and sworn written testimony.
11. Adoption of policy regarding the procedure for waiver of BOR hearing requests.
12. Review Assessor's Level of Assessment/Filing and Summary of Annual Assessment Report by Assessor's Office.
13. Receipt of the assessment roll by the Clerk from the Assessor
14. Receive the Assessment Roll and sworn statements from the Clerk
15. Review the Assessment Roll and perform statutory duties:
 - a. Examine the roll
 - b. Correct description or calculation errors
 - c. Add omitted property
 - d. Eliminate double assessed property
16. Discussion / Action: Certify all corrections of error under state law (Wis Stat 70.43)
17. Discussion / Action: Verify with the Assessor that open book changes are included in the assessment roll.
18. Allow taxpayers to examine assessment data.
19. During the first two hours consideration of:
 - a. Waivers of the required 48-hour notice of intent to file an objection when there is a good cause
 - b. Requests for waiver of the BOR hearing allowing the property owner an appeal directly to the circuit court
 - c. Requests to testify by telephone or submit a sworn written statement
 - d. Subpoena requests
 - e. Act on any other legally allowed or required BOR matters
20. Review Notices of Intent to File Objection

21. Proceed to hear objections to 2025 assessment, if any and if proper notice/waivers given, unless schedule for another date.
22. Provide Notice of BOR Determination Form to Objectors who are present and/or direct clerk to provide notices via certified mail.
23. Schedule Future Board Meetings as needed
24. Adjourn (to future date if necessary).

Colleen Huberty, Town Clerk, Town of Jacksonport

Posted May 19, 2026

UPON REASONABLE NOTICE, EFFORTS WILL BE MADE TO ACCOMMODATE THE NEEDS OF DISABLED INDIVIDUALS THROUGH APPROPRIATE AIDS AND SERVICES. IF A PERSON WITH A DISABILITY REQUIRES THAT THE MEETING BE ACCESSIBLE OR THAT MATERIALS AT THE MEETING BE IN AN ACCESSIBLE FORMAT, CALL THE TOWN OF JACKSONPORT CLERK'S OFFICE AT LEAST 48 HOURS IN ADVANCE TO REQUEST ADEQUATE ACCOMMODATIONS.
TEL: (920) 823-8136

It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.