

**Town of Pleasant Valley
Eau Claire County, Wisconsin
2025 BOARD OF REVIEW**

May 12, 2025
4:00 p.m. –6:00 p.m.
Pleasant Valley Town Hall

1. Call to order by Doug Nelson at 4 p.m.
2. Roll call – Doug Nelson, Scot Iverson, Megan Bechel, Jen Meyer, Alyssa Schultz
3. Public Notice’s compliance – Clerk confirmed one posting location and webpage
4. Appoint the Clerk (Motion Nelson/Bechel) to appoint Jen Meyer 3-0
5. Selection of Chairperson (Motion Iverson/Bechel) to appoint Doug Nelson 3-0
6. Selection of Dep. Chairperson (Motion Iverson/Nelson) to appoint Megan Bechel 3-0
7. Certification of training compliance – Clerk confirmed
Megan Bechel, Scot Iverson, and Jen Meyer 3-15-2025 – Filing date DOR 3-17-2025
8. Jen Meyer confirmed the Town has an Ordinance for the Confidentiality of Income and Expense information provided to the Assessor under state law.
9. Jen Meyer confirmed the Town has policies for Sworn telephone testimony and sworn written testimony, AND for the procedure for waiver of BOR hearing requests.
10. Filing and summary of Annual Assessment Report by the Assessors' office
Assessor Alyssa Schultz presented the annual report to the board. The assessed value without manufacturing in 2025 totals \$560,362,100
11. Receipt of Assessment Roll by Clerk from the Assessor – Assessor's Affidavit - complete
12. Receive the Assessment Roll and any sworn statements from the Clerk - complete
13. Review the Assessment Roll and Perform Statutory Duties:
 - a. Examine the Roll - complete
 - b. Correct description or calculation errors – complete
 - c. Add omitted property - complete
 - d. Eliminate double-assessed properties - complete
14. Discussion/Action – Certify all corrections of error under state law (sec. 70.43, Wis Stats. One corrections of error per assessor. Jen will proceed with the process involved to recover the funds from the other taxation districts.
15. Discussion /Action—Verify with the assessor that open-book changes are included in the assessment roll. Alyssa Schultz confirmed that there were a couple of adjustments made during open book.
16. Allow any present taxpayers to examine assessment data. None present
17. 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 received
 - b. Requests for waiver of the BOR hearing allowing the property owner to appeal directly to circuit court – none received.
 - c. Subpoena requests – none received.
 - d. Act on any other legally allowed/required Board of Review matters - none
18. Review Notice of Intent to File Objection - none received per clerk
19. Proceed to hear objections, if any, and if proper notice/waivers were given unless scheduled for another date
20. Consider/act on scheduling additional Board of Review Date(s). – no additional dates required.
21. Adjourn – 6:00 p.m.

Jennifer Meyer
Clerk/Treasurer

Town of Pleasant Valley