

Village of Spencer
Board of Review First 2-hour Meeting Minutes
May 14, 2026 – 6:00 to 8:00 P.M.
Spencer Municipal Complex

Harry Toufar called the meeting to order at 6:00 p.m.

Harry appointed Chris Helgestad as the BOR Clerk.

Roll Call. BOR members Harry Toufar, Jeremy Carolfi, Bill Hoes, and Chris Helgestad were present. Assessor Greg Schmidt was also present.

Harry Toufar was appointed Chairperson with no objections.

Jeremy Carolfi was appointed Vice-Chairperson with no objections.

Chris Helgestad verified that he had completed the annual mandatory training requirement.

(Toufar)(Hoes) was carried to approve the May 13, 2025 meeting minutes.

Chris Helgestad confirmed that the Village had an ordinance covering confidentiality of income and expense information provided to the Assessor under state law (Wis. Stat. 70.47(7)(af)).

Greg Schmidt confirmed that there were no new laws to review that affected his assessment.

There was no motion to amend the policy regarding the procedure for sworn telephone testimony and sworn written testimony.

There was no motion to adopt a policy regarding the procedure for waiver of BOR hearing requests.

Greg Schmidt presented Chris Helgestad with the Annual Assessment Report with signed affidavit.

Chris Helgestad took receipt of the Assessment Roll.

The BOR was presented with the assessment roll by Chris Helgestad for review.

Greg Schmidt presented the summary of Annual Assessment Report, led the review of the assessment roll, and allowed the BOR to examine the roll parcel by parcel. There were no description or calculation errors noted. There were no omitted or double assessed properties.

Greg Schmidt reported no corrections of error under state law (Wis. Stat. 70.43).

Greg Schmidt verified that there were no changes made during open book to the assessment roll.

Greg Schmidt made the assessment data available for taxpayer review. There were no taxpayers present to examine the data.

There were no taxpayers present to contest their assessment.

No notices of intent to file objections were received.

No hearings or additional meetings of the BOR were scheduled.

(Carolfi)(Hoes) was carried to adjourn at 8:00 p.m.