

Town of Rutland
2026 BOARD OF REVIEW Minutes
August 6, 2026 - 5:00 p.m.

Agenda:

1. Call 2026 Adjourned Board of Review to order. Town Chair Kent Knutson called the meeting to order.
2. Roll Call. Present in addition to Knutson were Sue Williams, Michelle Perz, Mark Porter, Jim Dorn and Dawn George. Also present was assessor Zach Jones.
3. Confirmation of posting appropriate BOR and Open Meeting Notices. All notices were posted to the website, the town hall door and the collection center.
4. Confirmation that at least one person has met the mandatory training requirements and that the prescribed form has been filed with the DOR. Form P-107 was filed on April 4th certifying that all except newly elected Michelle Perz completed their training.
5. Select Chairperson and Vice Chairperson. Motion/second by Williams/Perz to nominate Kent Knutson to serve as Chairperson; motion carried unanimously. Motion/second by Williams/Perz to nominate Mark Porter to serve as Vice Chairperson; motion carried unanimously.
6. Verify that the Town has an ordinance for the confidentiality of income and expense information provided to the Assessor under state law (Wis. Stat. 6.70.47(7) (af). (Ordinance 2010-08-01).
7. Review of new laws. There were no new laws.
8. Adoption of policy regarding the procedure for sworn telephone testimony and sworn written testimony. No action taken.
9. Adoption of policy regarding the procedure for waiver of BOR hearing requests. No action taken.
10. Filing and summary of Annual Assessment Report by Assessor's Office. Assessor Jones distributed the 2026 Annual Assessor Report for Rutland. Assessor Jones advised that he is a Level 2 assessor.
11. Receipt of the assessment roll by the Clerk from the Assessor. The clerk administered the official oath to Assessor Jones and received the assessor's affidavit.
12. Discussion/Action – Certify all corrections of error under state law (Wis. Stat. § 70.43). None.
13. Discussion/Action – Verify with the Assessor that open book changes are included in the assessment roll. Done.
14. Adjournment. Date and time must be set and notice posted on the Town Hall door if the adjournment is not final.

There being no further business to be conducted, motion by George, second by Williams, to adjourn the 2026 Board of Review at 7:00 p.m.; motion carried unanimously.

Respectfully submitted, Dawn George.