TOWN BOARD OF REVIEW MEETING

TOWN OF BARTON

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| Date: | Thursday, May 15, 2024 |
| Time: | 5:00 PM |
| Place: | Town of Barton town hall  3482 Town hall road  Kewaskum WI 53040 |

AGENDA:

1. Call Board of Review (BOR) to Order
2. Roll Call
3. Pledge of Allegiance
4. Confirm Board of Review Notices
5. Select Chairperson
6. Select Vice Chairperson
7. Verify Training Requirements
8. Verify Ordinance for Confidentiality of Income and Expense Information Provided to Assessor Under State Law §70.47(7) (af) – Adopted Ord. No. 02-002
9. Review of New Laws.
10. Adopt Policy Regarding Procedure for Sworn Telephone Testimony and Sworn Written Testimony – Adopted 5/13/24
11. Adopt Policy Regarding Procedure for Waiver of Board of Review Hearing Requests.- Adopted 5/13/24
12. Filing and Summary of annual Assessment Report by Assessor
13. Receive Assessment Roll by Clerk from Assessor
14. Receive Assessment Roll and Sworn Statements from Clerk
15. Review Assessment Roll and Perform Statutory Duties:
    1. Examine Roll
    2. Correct Description or Calculation Errors
    3. Add Omitted Property
    4. Eliminate Double Assessed Property
16. Certify Corrections of Error Under Wis. Stats. §70.43
17. Verify with Assessor that Open Book Changes are Included in Assessment Roll
18. Allow Taxpayers to Examine Assessment Data
19. Consider:
    1. Waivers of Required 48-hour Notice of Intent to File Objection
    2. Requests for Waiver of BOR Hearing Allowing Property Owner Direct Circuit Court Appeal
    3. Requests to Testify by Telephone or Submit Sworn Written Statement
    4. Subpoena Requests
    5. Other Matters
20. Review Notices of Intent to File Objection
21. Hear Objections
22. Schedule Additional Board of Review Dates
23. Adjourn

*Note that Discussion and Action may occur on any of the above agenda items.*

Sherry Eckert, Town Clerk

Dated May 9, 2024

ALSO, 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 BARTON CLERK’S OFFICE AT LEAST 48 HOURS IN ADVANCE TO REQUEST ADEQUATE ACCOMMODATIONS AT 262-335-2765.