

April 30, 2024 Town of Dewey Board of Review Meeting

Note: These are the proposed Minutes that will be approved at the next Board of Review meeting.

Minutes

Monday, April 30, 2024

430 Dewey Drive-Stevens Point WI 54482

Call to Order: Meeting was called to order at 2:00 p.m. by Chairman Maurice King

Roll Call: Board of Review Members present included Chairman Maurice King, Supervisor LeRoy Pukrop, Clerk Angela Lochinger, Alternate Member Treasurer Josie Napiwocki, and Assessor Todd Pauls.

Confirmation of appropriate Board of Review and Open Meeting notices: Appropriate Board of Review and Open Meeting notices were verified and affirmed.

Select a Chairperson for Board of Review: Maurice King was nominated as Chairperson by Clerk Angela Lochinger. LeRoy Pukrop seconded. Motion passed 4-0.

Select a Vice-Chairperson for Board of Review: LeRoy Pukrop was nominated as Vice-Chairperson by Clerk Angela Lochinger. Chairperson Maurice King seconded. Motion passed 4-0.

Verify that a member has met the mandatory training requirements: 2024 Board of Review Member training affidavits for Maurice King and Josie Napiwocki were provided for review and verified.

Approval of Minutes of May 15, 2023 Board of Review: Vice-Chairperson LeRoy Pukrop motioned to approve the Board of Review meeting Minutes of May 15, 2023 as presented. Clerk Angela Lochinger seconded. Motion passed 4-0.

Verify that the Town has an ordinance for the confidentiality of income and expense information provided to the assessor under state law (sec.70.47(7)(af)): A copy of "Chapter 13: Ordinance relating to confidentiality of income and expenses provided to Assessor for assessment purposes" was provided for review and verified.

Review of new laws: Assessor Todd Pauls reported new training requirements in effect for 2024.

Adoption of policy regarding the procedure for sworn telephone testimony and sworn written testimony: A copy of the adopted policy regarding the procedure for sworn telephone testimony and sworn written testimony was provided for review.

Adoption of policy regarding the procedure for waiver of Board of Review hearing request: A copy of the adopted policy regarding the procedure for waiver of Board of Review hearing request was provided for review.

Filing and summary of the Annual Assessment Report by Assessor's Office: Assessor Todd Pauls explained this will be filed after the Board of Review.

Receipt of the Assessment Roll by clerk from the Assessor: Assessor Todd Pauls provided the Assessment Roll affidavit that was signed by himself and Clerk Angela Lochinger.

Receive the Assessment Roll and sworn statements from the clerk: The assessment roll and signed sworn statements were received.

Review the Assessment Roll and Perform Statutory Duties: The Board of Review examined the assessment roll and performed statutory duties. There were no corrections, no omitted properties, and no double assessed properties.

Discussion/Action – Certify all corrections of error under state law (sec.70.43, Wis. Stats.): There was no corrections of error under state law as there were no Open Book changes so no action was needed under state law.

Discussion/Action – Verify with the assessor that open book changes are included in the assessment roll: Assessor Todd Pauls provided one change included in the assessment roll.

Allow taxpayers to examine assessment data: No property owners were present.

During the first two hours, consideration of: N/A

- a) Waivers of the required 48-hour notice of intent to file an objection when there is good cause
- b) Requests for waiver of the BOR hearing allowing the property owner an appeal directly to circuit court
- c) Requests to testify by telephone or submit sworn written statement
- d) Subpoena requests
- e) Act on any other legally allowed/required Board of Review matters

Review Notices of Intent to File Objection: No notices were filed.

Proceed to hear objections, of any and if proper notice/wavers given unless scheduled for another date: N/A

Consider/act on scheduling additional Board of Review Date(s): N/A

Adjourn: Clerk Angela Lochinger motioned to adjourn at 4:00 pm. Vice-Chairperson LeRoy Pukrop seconded. Motion passed 4-0.