



TOWN OF DOVER

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BOARD OF REVIEW MINUTES

TUESDAY, MAY 30, 2023 5:00 pm

4110 South Beaumont Avenue (Dover Town Hall)

Kansasville, WI Racine County

1. **Call Board of Review (BOR) to order:** Chairman Stratton called the meeting to order at 5pm.
2. **Roll Call:** Chairman Sam Stratton, Supervisor #2 Mike Shenkenberg, Supervisor #2 Jared Guillien, Dover Resident/BOR Member Janice Hansen, Clerk/Treasurer Camille Gerou, Assessor Linda Gardiner.
3. **Confirmation of appropriate BOR and Open Meetings notices:** The clerk confirmed notices were properly posted.
4. **Election of the BOR Chairperson:** Janice Hansen nominated Sam Stratton for Chair, seconded by Sam Stratton. All were in favor. Motion carried.
5. **Election of the BOR Vice-Chairperson:** Sam Stratton nominated Janice Hansen for Vice-Chair, seconded by Janice Hansen. All were in favor. Motion carried.
6. **Verification that at least one BOR member has met the annual mandatory training requirements:** Sam Stratton completed the training.
7. **Verify receipt of the Assessment Roll by the Clerk from the Assessor:** The Assessment roll was received per the clerk.
8. **Review the Assessment Roll and perform statutory duties: examine the roll, correct description, or calculation errors, add omitted property, eliminate double assessed property. Certify all corrections of error under state law:** There was one correction of error and two omitted, discussed by the Assessor.
9. **Verify with Assessor that open book changes are included in the Assessment Roll:** The assessor confirmed that open book changes were included.
10. **Allow taxpayers to examine assessment data:** No one was present on the evening of the Board of Review when this agenda item was read. Open Book was held May 19, 2023 when taxpayers also had the opportunity to view the assessment book.
11. **Objections to Property Assessments:** No written objections were submitted. Mark and Raquel Nelson 24139 Dover Line Road stopped in to discuss their assessment saying that their assessment was sent to the wrong address but was received on Friday and a voice mail message was left today at the Gardiner Appraisal office. After discussion, since this is a new build, the Assessor agreed to amend their assessment this evening. A partial assessment was completed on their house, they moved in on February 11, 2022. The Nelson's went home to gather documentation/closing paperwork. Jared Guillien made the motion to waive the forty-eight-hour requirement, seconded by Mike Shenkenberg. All were in favor. Mark and Raquel Nelson were sworn in and it was confirmed that the paperwork provided was true and accurate. Linda Gardiner confirmed the value based on paperwork provided at \$427,913.00. Linda recommended a change of assessment to \$427,913.00. Janice Hansen made the motion to amend the assessment to \$427,913.00,

seconded by Mike Shenkenberg. VOTE: 4/0 All were in favor.

12. **Consider/act on scheduling additional BOR dates (if needed):** Not needed.
13. **Signature of Statement of Affidavit from Gardiner Appraiser, Linda Gardiner:** Completed.
14. **Motion to Adjourn the Board of Review:** Jared Guillien made the motion to adjourn the meeting, seconded by Mike Shenkenberg at 7pm.
15. **Motion to Enter into Closed Session under Wisconsin State Statute 19.85(1) (c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility and under Wisconsin State Statute 19.85(1) (e) deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session and Wisconsin State Statute 19.85(1) (g) concerning legal advice related to litigation. Estimated time of closed session will be approximately ½ hour:** No closed session was held.
16. **Motion to Enter into Open Session:** No closed session was held.
17. **All Business of Closed Session:** No closed session was held.
18. **Adjournment:** Janice Hanson made the motion to adjourn the meeting, seconded by Mike Shenkenberg at 7:01pm.

Camille Gerou Clerk/Treasurer