



TOWN OF DOVER

4110 South Beaumont Avenue Kansasville, WI 53139

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Web Site: www.townofdoverwi.com

BOARD OF REVIEW MINUTES

MONDAY, MAY 19, 2025 6:00 pm

4110 South Beaumont Avenue (Dover Town Hall)

Kansasville, WI Racine County

1. **Call Board of Review (BOR) to order & Meeting Recording Announcement:** Chairman Sam Stratton called the Town Board Meeting to order at 6:00pm.
2. **Roll Call:** Chairman Sam Stratton, 1st Supervisor Mike Shenkenberg, 2nd Supervisor Jared Guillien, Dover Resident Janice Hansen, Assessor Cal Magnan, Dover Clerk/Treasurer Camille Gerou
3. **Confirmation of appropriate BOR and Open Book notices:** The clerk noted that both events were properly posted.
4. **Election of the BOR Chairperson:** Janice Hansen nominated Sam Stratton, seconded by Mike Shenkenberg. All were in favor.
5. **Election of the BOR Vice-Chairperson:** Janice Hansen nominated Mike Shenkenberg, seconded by Jared Guillien. All were in favor.
6. **Verification that at least one BOR member has met the annual mandatory training requirements:** Janice Hansen completed the yearly training.
7. **Verify that the Town has an ordinance for the confidentiality of income and expense information provided to the Assessor under state law (Wis. Stat. §70.47(7)(af)):** Completed.
8. **Review of new laws:** Cal Magnan discussed WI Act 235 regarding if a judge owns land, the owner cannot be disclosed.
9. **Adoption of amendment to policy regarding the procedure for sworn telephone testimony and sworn written testimony:** Completed last year.
10. **Adoption of policy regarding the procedure for waiver of BOR hearing requests:** Completed
11. **Review of the Assessor's level of assessment (Annual Assessment Report or similar document):** Cal Magnan discussed the new increased property valuation dollar amount of \$534,738,500.00. Cal expressed concern over the record situation, noting that measurements and pictures are not always accurate, or in some cases are missing. The last curb evaluation was completed in 2022.
12. **Receipt of the Assessment Roll by the Clerk from the Assessor:** Completed.
13. **Receive the Assessment Roll and sworn statements from the Clerk:** Completed.
14. **Review the Assessment Roll and perform statutory duties:**
 - a. examine the roll,
 - b. correct description, or calculation errors,
 - c. add omitted property, and
 - d. **eliminate double assessed property:** The Clerk noted that previous to this meeting the one property in question was addressed by Cal.
15. **Discussion/Action- Certify all corrections of error under state law (Wis. Stat. §70.43):** Completed.
16. **Discussion/Action- Verify with Assessor that open book changes are included in the assessment roll:** Cal explained that one change was completed by his agency.
17. **Allow taxpayers to examine assessment data:** No taxpayers came forward.

18. During the first two hours, consideration of:
 - 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 the circuit court,
 - c. Requests to testify by telephone or submit a sworn written statement,
 - d. Subpoena requests, and
 - e. Act on any other legally allowed or required BOR matters: No taxpayers came forward.
19. Review Notices of Intent to File Objection- No objections have been received.
20. Proceed to hear objections, if any and if proper notice/waivers given, unless scheduled for another date. No objections were received/filed.
21. Consider/act on scheduling additional BOR Date(s): No one came forward.
22. Signature of Statement of Affidavit from Magnan Assessment, Cal Magnan: Completed.
23. Adjourn (to future date if necessary): None necessary.
24. 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 a half hour: No closed session held.
25. Motion to Enter into Open Session: No closed session held.
26. All Business of Closed Session: No closed session held.
27. Adjournment: Jared Guillien made the motion to adjourn at 8:01pm, seconded by Mike Shenkenberg. All were in favor.

Dated this 20th day of May 2025
Camille Gerou Clerk/Treasurer