

BOARD OF REVIEW – May 1, 2025 APPROVED

1. The meeting was called to order by Supervisor Trelka.
2. Roll Call: Supervisor Leif Erickson, Chairperson Kurt Drexler, Clerk Stacy Martin, Supervisor Wayne Trelka, Assessor Clarence Becker.
3. Supervisor Trelka confirmed that Board of Review (BOR) and Open Book were noticed in three locations, along with publication of BOR.
4. Motion by Supervisor Erickson to select Wayne Trelka as Chairperson for BOR. Seconded by Chairperson Drexler. Motion carried 3 ayes, 0 nays, 1 abstain by Clerk Martin.
5. Motion by Supervisor Trelka to select Chairperson Drexler as Vice Chairperson for BOR. Seconded by Supervisor Erickson. Motion carried 3 ayes, 0 nays, 1 abstain by Clerk Martin.
6. Supervisor Trelka and Clerk Martin both verified that they have completed the annual mandatory training requirements.
7. It was verified 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)).
8. Assessor Becker reviewed that the assessment roll for 2025 is an electronic version. Assessor Becker also reviewed that there is an option to do open book by phone, which will be up to the board to approve.
9. Adoption of amendment to policy regarding the procedure for sworn telephone testimony and sworn written testimony will be put on the next monthly board meeting agenda.
10. The board agreed to adopt policy regarding the procedure to waive BOR hearing requests for large companies only. Clerk Martin did not receive any BOR hearing requests.
11. Assessor Becker filed and summarized the Annual Assessment Report. The level of assessment is about 84%, which is below compliance for 2025.
12. Clerk Martin verified that she has received the electronic assessment roll from Assessor Becker and forwarded it to Supervisor Erickson, Supervisor Trelka, and Chairperson Drexler.
13. Clerk Martin and Assessor Becker signed the Assessor's Affidavit.
14. The Assessment Roll was examined by Clerk Martin and Assessor Becker. No errors were found.
15. No corrections of error were made.
16. Assessor Becker confirmed that no errors were found and no changes were made.
17. There were no taxpayers present to examine the assessment data.
18. Consideration of agenda items was made and decisions on appeals will occur on a case-by-base basis.
19. No Notices of Intent to File Objections were made.
20. No taxpayers were present to object.
21. No additional BOR dates will be scheduled.
22. Motion by Supervisor Erickson to adjourn. Seconded by Chairperson Drexler. Motion carried 4 ayes. 0 nays.

Respectfully submitted,
Stacy Martin, Town of Eau Pleine Clerk