



**Board of Review Agenda May 12, 2026 at 5 p.m.
Town of Scott Town Hall - 2621 Jody Dr., New Franken, WI 54229**

AGENDA:

1. Call the Board of Review (BOR) to order & Meeting Recording Announcement.
2. Roll Call.
3. Confirmation of appropriate BOR and Open Meeting notices.
4. Select a chairperson for BOR.
5. Select a BOR Vice-Chairperson.
6. Approve the minutes from the May 15, 2025, Board of Review meeting.
7. Verify that at least one BOR member has met the mandatory training requirements.
8. Verify that the Town has an ordinance for confidentiality of income and expense information provided to the Assessor under state law (Wis. Stat. §70.47(7)(af)).
9. Review of new laws.
10. Act on scheduling additional BOR Date(s).
11. Adjourn to Date Certain.

Jaime Fuge

Board of Review Clerk, Town of Scott

Any person wishing to attend who, because of disability, requires special accommodations should contact the Clerk at (920) 406-9380, at least 48 hours prior to the meeting so arrangements can be made.

Notice of Meeting to Adjourn Board of Review to Later Date

STATE OF WISCONSIN

Town of Scott, Brown County

The Board of Review will meet on the 12th day of May, 2026 at 5 p.m. at Town of Scott Town Hall (2621 Jody Drive, New Franken, WI) the purpose of calling the Board of Review into session during the 45 day period beginning on the 4th Monday of April, pursuant to Wis. Stat. § 70.47(1).

Due to the fact the assessment roll is not completed at this time, the Board of Review will be adjourned to a later date when the assessment roll is completed. The Board of Review will not be hearing any cases in regard to property assessments at the May 12, 2026 meeting.

Notice is hereby given this 1st day of April, 2026 by:

Jaime Fuge

Jaime Fuge
Town Clerk

STATE OF WISCONSIN

Town of Scott

Brown County

I, Jaime Fuge, the town clerk of the Town of Scott, Brown County, Wisconsin, attest and affirm all of the following:

1. That the following action was posted pursuant to s. 60.80, Wis. stats:

Posting of the Board of Review Notice.

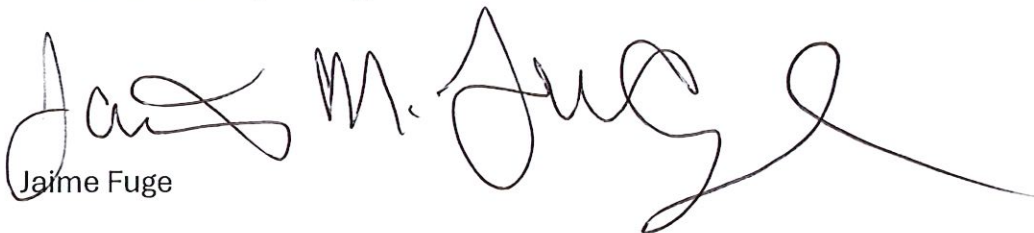
2. That the above-noted action was posted at Town Hall (2621 Jody Drive, New Franken, WI) and online at townofscott.com.

3. That the posting of this action occurred at the following times and dates:

April 1, 2026.

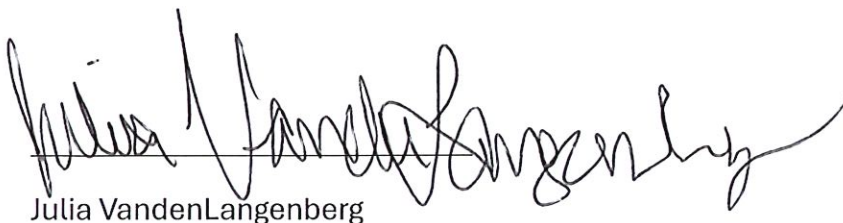
That I filed this affidavit in the records of the town clerk for the Town of Scott.

Dated this 5th day of May, 2026.


Jaime Fuge

Personally came before me this 5th day of May, 2026, the town clerk of the Town of Scott, Brown County, known to me to be the person who executed and acknowledged the foregoing instrument.

Witness:


Julia VandenLangenberg



Board of Review Meeting Minutes May 15, 2025 at 4 p.m.

1. Call To Order: A meeting of the Board of Review of the Town of Scott was called to order at 4:05 P.M. on Thursday, May 15, 2025 at Town Hall by Town Chairman Mike Van Lanen. An announcement was made stating the meeting will be recorded.

2. Roll Call: Present were Mike Van Lanen (arrived later), Supervisors Kurt Baenen, Gene Wojcik, Supervisor Norman Strebel. Also present were Assessor Sally Brunner and Clerk/Treasurer Jaime Fuge
Excused: Supervisor Cari Langenberg.

3. Confirmation of appropriate BOR and Open Meeting notices: The public notice of the open book and Board of Review Meeting was posted on March 27, 2025, at Town of Scott Town Hall, 2621 Jody Drive, and the Town of Scott website at townofscott.com. The agenda was posted on May 9, 2025, at Town of Scott Town Hall, 2621 Jody Drive, & the Town of Scott website at www.townofscott.com. Form BOR-C (2025 Open Book and Board of Review Calendar) was filed on the Wisconsin Department of Revenue Website on March 26, 2025.

Moved by Wojcik, seconded by Baenen to accept and file the Affidavit of Posting. Vote: Aye-3. No-0. Motion Carried.

4. Select a chairperson for BOR.

Moved by Baenen, seconded by Strebel to nominate Gene Wojcik as Chairperson for Board of Review. Vote: Aye-3. No-0. Motion carried.

5. Select a BOR Vice-Chairperson

Moved by Baenen, seconded by Wojcik to nominate Norman Strebel as Vice-Chairperson for Board of Review. Vote: Aye-3. No-0. Motion carried.

6. Verify that at least one BOR member has met the mandatory training requirements.

Clerk Fuge stated the Board of Review Member Training Affidavit was filed on May 6, 2025. She read the affidavit: I, Jaime M. Fuge, the Clerk for the Town of Scott, swear Board of Review voting members Gene Wojcik, Mike Van Lanen, and Norman Strebel, who represent the municipality's chief executive officer or the officer's designee(s), attended a Wisconsin Department of Revenue approved BOR training program on February 28, 2025, which is before the BOR's first meeting (sec. 70.46 (4), Wis. Stats.)

Moved by Strebel, seconded by Baenen to accept and file the affidavit of Training. Vote: Aye-3. No-0. Motion carried.

7. Verify that the Town has an ordinance for confidentiality of income and expense information provided to the Assessor under state law (Wis. Stat. §70.47(7)(af)).

Verified by Chapter 249 titled "Review, Board of."

8. Review of new laws. There was no discussion or action taken on this item.

9. Assessor's Affidavit and Oath, and Assessment Report.

Assessor Brunner read her affidavit and oath. She also presented the Assessment Report.

10. Receipt of the assessment roll by the Clerk from the Assessor.

Fuge stated the Assessment Roll has been examined, correction to description and/or calculation errors, if any, have been made (there were none). Omitted property, if any, have been added (there were none). Double assessed property, if any, have been corrected (there were none).

11. Receive the Assessment Roll and sworn statements from the Clerk. The Clerk had no sworn statements to present.

12. 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 assessment roll was reviewed. The members did not make any corrections.

13. Discussion/Action-Certify all corrections of error under state law (Wis. State §70.43).

There were no corrections.

14. Discussion/Action- Verify with the Assessor that open-book changes are included in the assessment roll.

Brunner stated there was one change from open-book. It was for Parcel SC-616 (4560 Edwin Ln). The assessment was adjusted from \$271,100 to \$221,600 due to a razed barn/shed/inhabitable house. She stated the change is reflected in the assessment roll.

Moved by Wojcik, seconded by Baenen to approve the assessment adjustment for Parcel SC-616. Vote: Aye-3. No-0. Motion carried.

Van Lanen arrived to the meeting.

15. 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 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.**

16. Review Notices of Intent to File Objection. There were no Notice of Intents to File Objections filed with the clerk.

17. Proceed to hear objections, if any, and if proper notice/waivers are given unless scheduled for another date.

a. Swearing in the Assessor and Objector.

There was no one present to object.

Moved by Strebel, seconded by Wojcik to recess until an objector appears, or shortly before 6 p.m., whichever comes first. Aye-4. No-0. Motion carried. The recording was turned off at 4:25 p.m.

At 6:04 p.m., recorder was turned on. Moved by Baenen, seconded by Strebel to reconvene. Aye-4. No-0. Motion carried The board confirmed no objectors appeared during the recess.

18. Consider/act on scheduling additional BOR Date(s).

There were no additional BOR dates scheduled.

19. Adjourn (to a future date if necessary).

Moved by Van Lanen, seconded by Strebel to adjourn. Meeting Adjourned at 6:05 p.m.

Jaime Fuge

Jaime M. Fuge, Clerk/Treasurer, Town of Scott



Board of Review Member Training Affidavit

This affidavit confirms that one or more Board of Review (BOR) voting members attended training before the BOR met, satisfying state law (sec. 70.46(4), Wis. Stats.).

STATE OF WISCONSIN

County of BROWN

Co-muni code 05036

I, Jaime M. Fuge, the clerk for the TOWN OF SCOTT,

swear the following BOR voting member(s), who represent(s) the municipality's chief executive officer or the officer's designee(s), attended a Wisconsin Department of Revenue approved BOR training program before the BOR's first meeting. (sec. 70.46 (4), Wis. Stats.)

BOR member(s) and attendance date:

MIKE VAN LANEN

Name

NORMAN STREBEL

Name

GENE WOJCIK

Name

3/10/2026

Date electronically filed

clerk@townofscottbrownwi.gov

Clerk email

01/30/2026

Date

01/30/2026

Date

01/30/2026

Date

Chapter 249

REVIEW, BOARD OF

[HISTORY: Adopted by the Town Board of the Town of Scott as indicated in article histories. Amendments noted where applicable.]

ARTICLE I

Alternate Members

[Adopted at time of adoption of Code (see Ch. 1, General Provisions, Art. II)]

§ 249-1. Authority; appointment of alternates.

Pursuant to §§ 70.46(1) and 70.47(6m)(c), Wis. Stats., the Town Board hereby provides for the appointment of alternates to serve on the Town Board of Review in the event a standing Board member of the Board of Review is removed or unable to serve for any reason.

§ 249-2. Appointments.

The electors of the Town of Scott named to serve as alternate Board of Review members shall be appointed by the Town Board. A record of appointed alternates shall be kept on file in the Town Clerk's office.

§ 249-3. Term of appointments.

The appointments made pursuant to this article are for the Board of Review proceedings effective upon posting as provided by law.

§ 249-4. Confidentiality of information.

Whenever the Assessor, in the performance of the Assessor's duties, requests or obtains income and expense information pursuant to § 70.47(7)(af), Wis. Stats., or any successor statute thereto, then such income and expense information that is provided to the Assessor shall be held by the Assessor on a confidential basis, except, however, that the information may be revealed to and used by persons in the discharge of duties imposed by law; in the discharge of duties imposed by office (including but not limited to use by the Assessor in performance of official duties of the Assessor's office and use by the Board of Review in performance of its official duties); or pursuant to order of a court. Income and expense information provided to the Assessor under § 70.47(7)(af), Wis. Stats., unless a court determines that it is inaccurate, is, per § 70.47(7)(af), Wis. Stats., not subject to the right of inspection and copying under § 19.35(1), Wis. Stats.