

**TOWN OF STAR PRAIRIE, WIS.  
BOARD OF REVIEW MINUTES  
TUESDAY, MAY 14, 2024 – 1:00 P.M.  
STAR PRAIRIE TOWN HALL  
2118 COOK DRIVE, SOMERSET, WISCONSIN**

With all proper postings and publishing requirements having been met, the 2024 Board of Review was called to order by Town Chair Tom Heintz at 1:07 p.m. in the Star Prairie Town Hall: 2118 Cook Drive, Somerset, WI 54025. The Assessor's Affidavit was signed by Town Assessor Adam Kremer and Clerk/Treasurer Andrea Neumann.

**Roll Call:** In attendance were Town Chair Tom Heintz, Supervisor Michele Hermansen, Supervisor Darryl Wendt, Supervisor Brian Duggan and Supervisor Bob Crotty. Also in attendance were Clerk/Treasurer Andrea Neumann and Wisconsin Certified Assessor Adam Kremer.

**Selection of Chairperson:** Motion M/S by Darryl Wendt/Michele Hermansen to appoint Tom Heintz as Chairperson for the Board of Review. Motion carried.

**Select a Board of Review Vice Chairperson:** Motion M/S by Michele Hermansen/Brian Duggan to appoint Darryl Wendt as Vice Chairperson for the Board of Review. Motion carried.

**Verification of Training:** The clerk has affirmed that Tom Heintz, Darryl Wendt and Brian Duggan completed the BOR training, as mandated by Wisconsin Department of Revenue and that an affidavit is on-file with the Department of Revenue.

**Verification of Ordinance for the Confidentiality of Income and Expense Information:** The clerk has affirmed that the Assessor has a copy of the Town's ordinance.

**Filing and Summary of Annual Assessment Report:** Town Assessor Adam Kremer noted the Town is in its fourth year of non-compliance and should plan for a market reevaluation in 2026. Last year's assessment was at 67% and it's in the lower 60s this year.

**Receipt of the assessment roll by the Clerk from the Assessor:** Clerk received assessment roll and signed Assessor's Affidavit.

**Review the Assessment Roll:** Board of Review examined the roll, verifying open book changes were reflected in the assessment roll.

**Motion to Temporarily Recess:** Motion M/S by Bob Crotty/Brian Duggan to temporarily recess. Motion carried at 1:15 p.m. The recorder was turned off.

**Reconvene:** The Board of Review reconvened at 3:06 p.m. The recorder was turned back on. All members of the Board of Review, as well as the assessor, were still present.

**Adjourn:** Motion to adjourn was M/S by Darryl Wendt/Michele Hermansen. Motion carried unanimously at 3:07 p.m.