

Meeting: **Board of Review**

Place: **106 S. Main St.**

Date: **Tuesday, May 17 at 4:00 p.m.**

Webpage: **www.poynette-wi.gov**

MINUTES

1. Call Board of Review to order by Clerk
The Board of Review was called to order by Clerk/Treasurer Megow at 4:00 pm
2. Roll Call
Board Present: Mueller, Kaschinske, DeYoung and Polzer
Staff Present: Assessor Jeff De Groot and Clerk/Treasurer Megow
3. Confirmation of appropriate Board of Review and Open Meetings notices
Clerk/Treasurer Megow stated Notices were posted on 4/7/2022 in five places (2 at Village Hall, Village Website, Library and Post Office) and published in the 4/15/2022 edition of the Poynette Press.
4. Select a Chairperson for Board of Review
Motion by Kaschinske to nominate Polzer for Chairperson, second by Mueller, MC 4-0
5. Select a Vice-Chairperson for Board of Review
Motion by Polzer to nominate Mueller for Vice-Chairperson, second by Kaschinske, MC 4-0
6. Verify that a member has met the mandatory training requirements
Clerk/Treasurer Megow attended training on 5/4/2022 and has met the mandatory training requirements. President Kaschinske recently viewed the video training and completed the exam.
7. Verify that the Village has an ordinance for the confidentiality of income and expense information provided to the assessor under state law, Sec 70.47(7)(af)
Clerk/Treasurer Megow provided a copy of the Village Ordinance No. 2018-553
8. Review of new laws
Wisconsin law requires that in 2022 at least one member of the BOR must attend a training session approved by the WI Department of Revenue within one year of the BOR's first meeting. It is recommended that more than one board member meet the training requirement by viewing a video and taking the exam.
9. Receipt of the 2022 Assessment Roll by clerk from the Assessor
 - a. Examine the roll
Assessor De Groot presented the 2022 Assessment Roll to Clerk/Treasurer Megow
 - b. Correct description or calculation errors
None

c. Add omitted property

None

d. Eliminate double assessed property

None

10. Discussion/Action – Certify all corrections of error under state law (sec. 70.43, Wis. Stats.)

None

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

None

12. Review Notices of Intent to File Objection

None

13. Hear/Schedule any case that appears within the two (2) hours scheduled

None


14. Consider/act on scheduling additional Board of Review Date(s)

N/A

15. Adjourn (to future date if necessary)

Chairperson Polzer adjourned the meeting at 6:00 pm

Respectfully Submitted,



Natalie Megow, WCMC

Clerk/Treasurer