

Meeting: **Board of Review**

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

Date: **Tuesday, June 18, 2019 at 4:00 p.m.**

Webpage: **[www.poynette-wi.gov](http://www.poynette-wi.gov)**

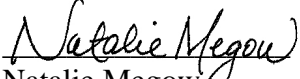
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## MINUTES

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: Burke, Kaschinske, Polzer, Stronach and Avery  
Staff Present: Village Assessor Wayne Koehler and Clerk/Treasurer Megow
3. Confirmation of appropriate Board of Review and Open Meetings notices  
Clerk/Treasurer Megow stated Notices were posted on 4/16/2019 in four places (2 at Village Hall, Library and Post Office) and published in the 4/25/2019 edition of the Poynette Press.
4. Select a Chairperson for Board of Review  
Motion by Burke to nominate Kaschinske for Chairperson, second by Polzer, MC 5-0
5. Select a Vice-Chairperson for Board of Review  
Motion by Kaschinske to nominate Burke for Vice-Chairperson, second by Polzer, MC 5-0
6. Verify that a member has met the mandatory training requirements  
Chairperson Kaschinske and Clerk/Treasurer Megow have met the mandatory training requirements.
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.
8. Review of new laws  
Assessor Koehler explained that residents can now come to Board of Review without allowing an assessor access to view the inside of the property.
9. Receipt of the 2019 Assessment Roll by clerk from the Assessor
  - a. Examine the roll  
Assessor Koehler presented the 2019 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  
Chairperson Kaschinske adjourned the meeting at 6:00 pm

Respectfully Submitted,

  
Natalie Megow