

TOWN OF BIRCHWOOD

N1549 County Road T, Birchwood, WI 54817

Board of Review Meeting Agenda

Thursday, May 26, 2022 – 11:30 A.M. to 1:30 P.M.

1. Call Board of Review to order – meeting will be recorded
2. Roll Call
3. Confirmation of appropriate Board of Review and Open Meetings notices
4. Recognition of Visitors
5. Nominate Chairperson for Board of Review
6. Nominate Vice-Chairperson for Board of Review
7. Verify that one member has received mandatory training requirements
8. Verify Ordinance for the Confidentiality Of Income (O 01-2018A)
9. Verify Ordinance for Waiver Of The 48-Hour Notice Of Intent To File An Objection
10. Verify Ordinance to Request Waiver Of The BOR Hearing Allowing Property Owner An Appeal Directly To Circuit Court
11. Verify Ordinance to Testify By Telephone Or Submit Sworn Written Statement
12. Review New Laws, if any
13. Receive Assessment Roll and any Sworn Statements from the Clerk
14. Discuss/Action – Certify all corrections of error made under state law (sec. 70.43, Wis Stats.)
15. Discuss/Action – Verify with assessor that open book changes are included in the assessment roll
16. Review the Assessment Roll and perform Statutory Duties:
Examine the roll, correct description or calculation errors, add omitted property, and eliminate double assessed property.
17. Allow taxpayers to examine assessment data (review only, no objection)
18. During the first two hours, consideration of:
Subpoena requests, and
Act on any other legally allowed/required Board of Review matters
19. Review notices of Intent to file Objection
20. Roll call vote to go into recess until 1:30 p.m. or until an objection is filed
21. Proceed to hear objections, if any and if proper notice/waivers given unless scheduled for another date
22. Consider/Act on scheduling additional Board of Review date(s)
23. Adjourn

NOTICE

Also, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact the Municipal Clerk at 715-354-7047 or 715-651-3864.

Nicci Minnick, Clerk/Treasurer
Posted 5/20/2022