

Meeting: **Board of Review**

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

Date: **Thursday, May 26, 2021 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, Polzer, Burke and DeYoung (Alternate)
Staff Present: Assessor Tyler Mitchler and Clerk/Treasurer Megow
3. Confirmation of appropriate Board of Review and Open Meetings notices
Clerk/Treasurer Megow stated Notices were posted on 4/14/2021 in five places (2 at Village Hall, Village Website, Library and Post Office) and published in the 4/22/2021 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 Polzer to nominate Burke for Vice-Chairperson, second by Kaschinske, MC 5-0
6. Verify that a member has met the mandatory training requirements
Clerk/Treasurer Megow attended training on 4/22/2021 and has met the mandatory training requirements. President Kaschinske recently viewed the DVD training and her previous training from last year is good for 2 years.
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
Assessor Mitchler explained there weren't any new laws. Due to Covid, there was a directive that assessors weren't allowed to use income and expense to value commercial properties this year. This year was considered a maintenance year only and there was an emphasis on commercial businesses having a down year due to Covid-19.
9. Receipt of the 2021 Assessment Roll by clerk from the Assessor
 - a. Examine the roll
Assessor Mitchler presented the 2021 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

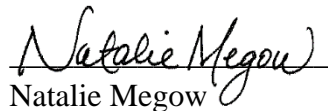
14. Consider/act on scheduling additional Board of Review Date(s)

N/A

15. Adjourn (to future date if necessary)

Chairperson Kaschinske adjourned the meeting at 6:00 pm

Respectfully Submitted,


Natalie Megow