



OFFICIAL MINUTES OF THE ANNUAL **BOARD OF REVIEW** HELD ON MAY 14, 2019 AT 9:00 AM., IN THE COUNCIL CHAMBERS OF CITY HALL, 2000 NORTH CALHOUN ROAD, BROOKFIELD, WISCONSIN

7 MEMBERS PRESENT: (Citizen Members): Dale Casper, Tom Koch, Michael Post, David Schneider, Dean Veling, Judi Wisla (Alternate); (Aldermanic Members): Jerry Mellone

MEMBERS NOT PRESENT: Ald. Bill Carnell

OTHERS PRESENT: City Clerk Kelly Michaels, City Assessor Allan Land, Deputy City Clerk Renee Tadych, Attorney Jenna Merten

1) ROLL CALL

The meeting was called to order at 9:00 am., by the City Clerk. It was noted that in accordance with Chapter 19 of Wisc. Stats., notice of this meeting was posted in three public buildings (City Hall, Post Office and Public Library) and sent to the West NOW in the proper manner. The roll was called and showed a quorum of 7 members present at the meeting.

2) ELECTION OF CHAIRPERSON AND VICE CHAIRPERSON

Clerk Kelly Michaels requested nominations from the floor for the position of Chairman for the 2019 Board of Review.

Motion by Tom Koch, second by Dale Casper to nominate Dean Veling as Chairman of the Board. No other nominations were made. Motion carried unanimously.

Chair Veling requested nominations from the floor for the position of Vice Chairman of the 2019 Board of Review.

Motion by David Schneider, second by Michael Post to nominate Tom Koch as Vice Chairman of the Board. No other nominations were made. Motion carried unanimously.

3) 2018 BOARD OF REVIEW MINUTES

Motion by Alderman Jerry Mellone, second by Dale Casper to approve the 2018 minutes as presented. Motion carried unanimously.

4) BOARD OF REVIEW CERTIFICATION REQUIREMENTS SPECIFIED IN SEC. 70.46(4)

Chairman Veling asked the Clerk to review the certification requirements. Clerk Michaels reported there are currently 3 members with their training certifications: Alderman Bill Carnell, Alderman Jerry Mellone and David Schneider. She explained the Board must have at least one member in attendance that has attained the training certification at each meeting. She noted there is still time to get your certification and submit your exam which we need to file with the state prior to the first session of the Board of Review on September 3rd.

5) REMINDER TO BOARD MEMBERS RE: ORDINANCE 1710 RELATING TO CONFIDENTIALITY OF INFORMATION ABOUT INCOME AND EXPENSES REQUESTED

BY THE CITY ASSESSOR IN PROPERTY ASSESSMENT MATTERS.

Clerk Michaels explained the ordinance about confidentiality was included in their packets. This doesn't need action as it is just a reminder for Board members.

6) BOR POLICY ON TELEPHONE AND SWORN WRITTEN TESTIMONY UNDER ss70.47(8)

Clerk Michaels noted the prior year's policy was in the packets. She noted the reasons for the decisions made at that time were included in the documents provided. She indicated the Board could make a change to the policy by motion or let the policy to not accept telephone or sworn written testimony stand by confirming it today.

Motion by Tom Koch, seconded by Judi Wisla to confirm the policy not to accept telephone or sworn written testimony. Motion carried unanimously.

7) CONFIRM DATES FOR BOARD OF REVIEW HEARINGS

It was noted for the record that the assessment roll is not complete and the Board of Review would be meeting on Tuesday, September 3, 2019 for its two-hour requirement to review the roll and any timely objections filed starting at 9:00 am. At that meeting, the Board will review any objections received and then determine a hearing date and time starting on Tuesday, September 24 and continuing that week through Friday, September 27th if needed. Members were asked to reserve these dates in their calendars.

8) ADJOURN

Motion by Ald. Jerry Mellone, second by David Schneider to adjourn the meeting to Tuesday, September 3, 2019 @ 9:00 am, at which time the assessment roll will be examined and objections will be reviewed for action. Motion carried unanimously. Meeting adjourned at 9:12 am.

Clerk's Note: The September 3rd, 2019 session of the Board of Review was cancelled and rescheduled for October 9, 2019 at 9:00 am.

Respectfully Submitted:

Kelly Michaels, CMC, WCMC
City Clerk