

CITY OF GILLETT
BOARD OF REVIEW
Council Chambers – Municipal Building
150 N McKenzie Ave – Gillett, WI 54124
TUESDAY, MAY 21, 2024 AT 4:00-6:00 PM
MINTUES

Clerk called the meeting to order at 4:00 PM

1. Roll Call

2. Present: Board of Review Members: Alderperson Jerry Luther, Clerk Treasurer Chelsea Anderson, Alderperson Nanette Mohr **Assessor:** Ryan Raatz from R & R Assessing

3. Confirmation of appropriate Board of Review and Open Meetings notices.

Clerk verified that appropriate notices and open meeting law was complied with.

4. Select a Chairperson for Board of Review

MOTION: Luther/Anderson

Motion to Nominate Nanette Mohr as Chairperson of Board of Review.

MOTION CARRIED Mohr abstains

5. Select a Vice-Chairperson for Board of Review –

MOTION: Luther/Anderson

Motion to Nominate Jerry Luther as Vice Chairperson of Board of Review.

MOTION CARRIED Luther abstains

6. Verification of a member meeting the mandatory training requirements specified in Sec. 70.46(4).

Clerk verified that prior training has been completed and Affidavit was submitted to the State.

7. Verification that the City has an ordinance for the confidentiality of income and expense information provided to the assessor under state law Sec. 70.47(7)(af).

Clerk stated City has an ordinance in place.

8. Review of new laws. Ryan Raatz, Assessor at R & R Assessing stated the passing of ACT 12 Eliminated personal property classification. August of 2023 it was passed. There will no longer be personal property tax bills. ACT 12 will not affect our Mobile Home Ordinance or Rolling Hills Home Park.

9. Adoption of policy regarding the procedure for sworn telephone testimony and sworn written testimony.

Chairperson Mohr stated we will accept telephone testimony and sworn written testimony.

10. Adoption of policy regarding the procedure for waiver of BOR hearing requests.

Chairperson Mohr stated we will accept waiver of BOR hearing requests.

11. Receipt of assessment roll from Assessor- Accepted- 776 Parcels, 30 Changes. Residential 560 parcels, 123 commercial, 8 Agricultural, 6 undeveloped, 5 agricultural woods, 15 regular woods, no farm.

12. Receive the Assessment Roll and sworn statement from the clerk-

Clerk signs statement.

13. Review the Assessment Roll and Perform Statutory Duties

a. Examination of Tax Roll

b. Correct description or calculation errors

- c. Add omitted property, and
- d. Eliminate double assessed property.

Assessment Roll was reviewed for any errors & omissions.

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

15. Discussion/Action – Verify with the assessor that open book changes are included in assessment roll. No Open Book Changes

16. Allow taxpayers to examine assessment data.

No public present and no one scheduled for objections, book has been available since Open Book. .

17. Consideration of:

- a. Waivers of the required 48-hour notice of intent to file an objection when there is good cause
- b. Requests for waiver of the BOR hearing
- c. Requests to testify by telephone or submit written statements
- d. Subpoena request
- e. Other legally allowed/required BOR matters

No public present and no one scheduled for objections.

18. Review Notices of Intent to File objections.

No public present and no one scheduled for objections

19. Proceed to hear objections, unless scheduled for another date.

No public present and no one scheduled for objections

20. Consider/act on scheduling additional BOR date(s), if necessary.

No public present and no one scheduled for objections

21. Adjourn: Adjournment at 6:00pm.

Respectfully Submitted by
Chelsea Anderson, Clerk Treasurer