

## **Board of Review**

### *Meeting Minutes*

#### **Village of Cross Plains**

2417 Brewery Road, PO Box 97

Cross Plains, WI 53528

(608) 798-3241

Monday, June 6, 2016

5:00 pm

#### **I. Call to Order and Roll Call**

President Pat Andreoni called the Board of Review to order at 5:00 pm.

Present: Trustees William Brosius, Judy Ketelboeter (arrived at 5:55 pm), Jay Lengfeld, Steve Schunk (arrived at 5:07 pm), Lee Sorensen, Clifford Zander, President Pat Andreoni, and Village Administrator/Clerk Matt Schuenke.

#### **II. Select a Chairperson and Vice-Chairperson of the Board of Review**

- A motion was made by Trustee Sorensen, seconded by Trustee Lengfeld, and unanimously carried by the Board of Review to appoint Trustee Brosius as Chairperson.
- No action was taken to appoint a Vice-Chairperson.

#### **III. Verify that a member has met the mandatory training requirements specified in sec. 70.46(4), Wis. Stats.**

- Trustee Brosius and Village Administrator/Clerk Schuenke have completed the mandatory training requirements as is required by State Statutes.

#### **IV. Discussion and action to approve the minutes from the regular meeting held on June 1, 2015** – A motion was made by Trustee Lengfeld, seconded by Trustee Sorensen, and unanimously carried by the Board of Review to approve the minutes from the regular meeting held on June 1, 2015.

#### **V. Hearings**

- One signed objection form was received at least 48 hours prior to the noticed meeting time. No action was taken on the objection form as the objector was not present to provide sworn oral testimony.
- No hearings were held.

#### **VI. Deliberations for any Hearings** – None.

- VII. Clerk makes any corrections to roll in red** – No corrections were made during the Board of Review.
- VIII. Report from Village Assessor on Assessment Changes and Ag Use Penalties** – The Village Assessor gave his report regarding changes in assessment from the previous year.
- IX. Examine Assessment Roll**
- The Board of Review examined the real estate and personal property portion of the roll.
  - Following that review, the Village Assessor signed the affidavit which was attested by the Village Administrator/Clerk.
- X. Prepare and mail notices of decisions** – None.
- XI. Adjournment** – A motion was made by Trustee Lengfeld, seconded by President Andreoni, and unanimously carried by the Board of Review to adjourn the meeting at 7:00 pm.

Pursuant to law, written notice of this meeting was given to the public and posted on the public bulletin boards in accordance with Open Meetings Law.

Respectfully submitted,

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Matthew G. Schuenke  
Village Administrator/Clerk