

# **Board of Review**

## *Meeting Minutes*

**Village of Cross Plains**  
2417 Brewery Road, PO Box 97  
Cross Plains, WI 53528  
(608) 798-3241

**Monday, June 10, 2013**  
**5:00 pm**

I. Call to Order and Roll Call

Chairperson Ketelboeter called the Board of Review to order at 5:03 pm.

Present: Trustees Ray Blanchard, Doug Brunner, Judy Ketelboeter, Jay Lengfeld, Steve Schunk, Tim Statz, President Pat Andreoni, and Village Administrator/Clerk-Treasurer Matt Schuenke.

Also Present: Village Assessor Hallie Wendorff.

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

- A motion was made by President Andreoni, seconded by Trustee Brunner, and unanimously carried by the Board of Review to appoint Trustee Ketelboeter 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.

- Village Administrator/Clerk-Treasurer Schuenke both completed the mandatory training requirements as is required by State Statutes.

IV. Hearings

- None.

V. Deliberations for any Hearings

- None.

VI. Clerk makes any corrections to roll in red.

- No corrections were made during the Board of Review.

- VII. Report from Village Assessor on Assessment Changes and Ag Use Penalties
- The Village Assessor gave her report regarding changes in assessment from the previous year.
- VIII. 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-Treasurer.
- IX. Prepare and mail notices of decisions
- None.
- VI. Adjournment

A motion was made by Trustee Brunner, seconded by Trustee Andreoni, and unanimously carried by the Village Board to adjourn the meeting at 7:03 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-Treasurer