

VILLAGE OF FREDONIA BOARD OF REVIEW
TUESDAY, MAY 17, 2022 – 6:00 PM TO 8:00 PM
Fredonia Government Center - Board Room
242 Fredonia Avenue, Fredonia, Wisconsin

Call Board of Review (BOR) to order

The Board of Review was called to order by Village President Dohrwardt at 6:00 PM

Roll Call

Members present: Don Dohrwardt, Dan Gehrke, Bill McLarty, John Long, Rick Abegglen, and Bruce Paape.

Staff/Officials Present: Village Clerk Melissa Depies and Grota Appraisal Consultant Eric Feavel.

Confirmation of appropriate BOR and Open meetings notices

Village Clerk Melissa Depies confirmed that the notice of the Open Book and Board of Review was published in the Ozaukee Press and posted in the tree posting locations, Village Hall, Port Washington State Bank, and the Fredonia Post Office as well as the Village website on April 7 and April 28, 2022 in accordance with State law.

Select a Chairperson for BOR

President Dohrwardt asked for nominations for a chairperson.

Motion by Trustee Long, seconded by Trustee Abegglen, to nominate Don Dohrwardt as the chairperson for the 2022 Board of Review. Motion carried.

Select a BOR Vice-Chairperson

President Dohrwardt asked for nominations for vice-chairperson.

Motion by Trustee Abegglen, seconded by Trustee Gehrke, to nominate John Long as the vice-chairperson for the 2022 Board of Review. Motion carried.

Verify that at least one BOR member has met the mandatory training requirements.

Clerk Depies verified that both President Don Dohrwardt and Village Clerk Melissa Depies completed the required Board of Review training on May 3, 2022. The training verification has been filed with the Department of Revenue (DOR).

Verify that the Village has an ordinance for the confidentiality of income and expense information provided to the Assessor under state law (Wis. Stat. 70.47(7)(af))

Clerk Depies verified that the Village Board adopted an ordinance relating to the confidentiality of income and expense information provided to the Assessor under State Law.

Review new laws

Assessor Eric Feavel stated there were no new laws to review.

Adoption of amendment to policy regarding the procedure for sworn telephone testimony and sworn written testimony

President Dohrwardt and Clerk Depies verified that a policy regarding the procedure for sworn telephone testimony and sworn written testimony is in place. Policy and Procedure Ordinance 2.01.

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

President Dohrwardt and Clerk Depies verified that a policy regarding the procedure for waiver of BOR hearing request is in place. Policy and Procedure Ordinance 2.02.

Filing and summary of Annual Assessment Report by Assessor's Office

Eric Feavel noted that the assessment roll was emailed, he has completed and signed the affidavit and turned said document over to Clerk Depies. Mr. Feavel also turned over all the improved and vacant parcels.

Receipt of the assessment roll by the Clerk from the Assessor

Receipt of the assessment roll was confirmed by President Dohrwardt.

Receive the Assessment Roll and sworn statements from the Clerk

The Board of Review received the assessment roll and sworn statement from the Village Clerk.

Review the Assessment Roll and perform statutory duties:

The members of the Board of Review reviewed the assessment roll.

Examine the roll

The Board examined the assessment roll for any omitted property, double assessed property, calculation errors, or description errors.

Eric Feavel noted he was not aware of any needed corrections. All changes were done before the Open Book.

Correct description or calculation errors

Assessor Eric Feavel confirmed there were no description or calculations errors.

Add omitted property, and

Assessor Eric Feavel confirmed there were no omitted properties.

Eliminate double assessed property

Assessor Eric Feavel confirmed there were no double assessed properties.

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

Eric Feavel verified that no corrections of error were present, under State Law.

Discussion/Action – Verify with the Assessor that open book changes are included in the assessment roll

Eric Feavel verified that there were no changes during open book.

Allow taxpayers to examine assessment data

The assessment roll was made available for taxpayers to examine. No taxpayers requested to examine the assessment data.

During the first two hours, consideration of:

- Waivers of the required 48-hour notice of intent to file an objection when there is good cause: None
- Requests for waiver of the BOR hearing allowing the property owner to appeal directly to the circuit court: None

- Requests to testify by telephone or submit a sworn written statement: None
- Subpoena requests, and: None
- Act on any other legally allowed or required BOR matters: None

Review Notices of Intent to File Objection

No notices of intent to file objects were received.

Proceed to hear objections, if any and if proper notice/waivers given, unless scheduled for another date

No hearings or action was taken objections to assessments.

Consider/act on scheduling additional BOR Date(s)

No additional meetings needed.

Adjourn (to future date if necessary).

Motion by Trustee Abegglen, seconded by Trustee McLarty, to adjourn the Board of Review meeting at 8:00 PM. Motion carried.