



Village of Rosholt Minutes

Board of Review

Tuesday April 29, 2025

4:00 PM to 6:00 PM. @ Village Hall (101 S Main St)

Approved May 12, 2025

Call Board of Review to order. By Robert Kurszewski

Roll Call: R. Kurszewski, E. Hartvig, T. Wrycza and T. Pauls

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

Select a Chairperson for Board of Review

Motion: Kurszewski/ Wrycza to appoint **E. Hartvig** as chairperson of the Board of Review. **Hartvig abstained, all others in favor, motion carried.**

Select a Board of Review Vice-Chairperson

Motion: R. Kurszewski/ E. Hartvig to appoint **T. Wrycza** as vice-chairperson of the Board of Review. **Wrycza abstained, all others in favor, motion carried.**

Verify that a member has met the mandatory training requirements. **Clerk stated that E. Hartvig & herself T. Wrycza is a certified member of this Board of Review.**

Verify that the Village 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 the Village does have a confidentiality ordinance.**

Review of new laws. **Clerk explained the new law requires annual Board of Review training.**

Adoption of policy regarding the procedure for sworn telephone testimony and sworn written testimony. **Not applicable, no cases.**

Adoption of policy regarding the procedure for waiver of Board of Review hearing requests. **Adopted on a case-by-case basis**

Filing and summary of Annual Assessment Report by Assessor's Office. **Assessor verified estimates were submitted.**

Receipt of the Assessment Roll by clerk from the Assessor. **Received by the assessor prior to Open Book/ Board of Review.**

Receive the Assessment roll and sworn statement from the clerk. **Received at the Board of Review.**

Review the Assessment Roll and Perform Statutory Duties:

Examine the roll

Correct description or calculation errors

Add omitted property, and

Eliminate double assessed property

Discussion/Action-Certify all corrections of error under state law (Wis. Stats. §70.43) **No errors found**

Discussion/Action-Verify with the assessor that open book changes are included in the assessment roll. Assessor verified that no changes were made during the open book.

Waivers of the required 48-hour notice of intent to file an objection when there is good cause **Not applicable as there were no cases.**

Requests for Board of Review hearing waiver to allow the property owner an appeal directly to circuit court

Requests to testify by telephone or submit sworn written statement

Subpoena requests, and

Act on any other legally allowed/required Board of Review matters

Review Notice of Intent to File Objection **None**

Proceed to hear objections, if any and if property notice/waivers given unless scheduled for another date **None**

Consider/act on scheduling additional Board of Review Date(s). **None**

Adjourn 6:01 PM

Motion to adjourn: R. Kurszewski / E. Hartvig All in favor, none opposed, motion carried.

Trisha Wrycza, Village of Rosholt Clerk-Treasurer

Posted on: 5/14/2025