

**ANNUAL MEETING OF THE BOARD OF REVIEW
VILLAGE OF JUNCTION CITY, PORTAGE COUNTY, WISCONSIN
VILLAGE HALL, 1001 MAIN STREET
WEDNESDAY, MAY 18, 2022**

Members

Present: President Peter Mallek, Trustees Craig Vitort and Brad Wiernik

Excused: Nancy Steuck, Emil Pavelski, John Spreda

Also

Present: Assessor Terry Vosburgh

Call to order at 7:00 p.m.

Roll call.

Confirmation of appropriate Board of Review and Open Meetings notices.

Moment of Silent Reflection, Pledge of Allegiance.

President Peter Mallek called the meeting to order and the pledge of allegiance was recited. Also stated all the appropriate notices were in place for the meeting.

Elect Chairperson for the Annual Board of Review.

Brad Wiernik was elected Chairperson for the Annual Board of Review.

Elect a Vice-Chairperson for the Annual Board of Review.

Craig Vitort was elected Vice-Chairperson for the Annual Board of Review.

Verify that a member has met the mandatory training requirements.

Clerk Betty Bruski Mallek verified that members of the board viewed the 2022 University Extension video regarding 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)).

Review of new laws.

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

Adoption of policy regarding the procedure for waiver of Board of Review hearing requests.

Filing and summary of 2022 Annual Assessment Report/Roll by Accurate Appraisal.

All of the above are in place for Board of Review.

Receipt of the 2022 Assessment Roll by Clerk from the Assessor.

Receive the 2022 Assessment Roll and sworn statements from the Clerk.

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 – Certified all corrections of error under state law (sec. 70.43).

Discussion/Action – Verify with the assessor that Open Book changes are included in the Assessment Roll.

The Assessment Roll was reviewed by members of the Board and verified with the Assessor that Open Book changes are included in the Assessment Roll.

Consider approval of the 2022 Assessment Roll.

Craig Vitort **moved**, seconded by Brad Wiernik to approve the 2022 Assessment Roll.

Ayes all, nays none; motion carried.

Allow taxpayers to examine 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,

Requests for waiver of the Board of Review hearing allowing 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.

Hear cases for all Property Assessment Objection Forms filed.

Consider cases for Property Assessment Objection Forms filed at the Board of Review (waive 48 hour notice).

Consider/act on scheduling additional Board of Review Date(s).

No village residents appeared before Board of Review this evening.

Assessor Terry Vosburgh explained that the Village of Junction City fell out of compliance in 2018 and need to revalue the property in the Village.

2023 ASSESSOR CONTRACT

Craig Vitort **moved** seconded by Brad Wiernik to approve the Assessor completing a total revaluation of the Village in 2023 and approve the contract cost of \$15,300.00 for the re-evaluation and maintenance work.

Ayes all, nays none; motion carried.

Adjournment

Craig Vitort **moved**, seconded by Brad Wiernik to adjourn the Board of Review for 2022.

Ayes all, nays none; motion carried. 9:03 p.m.