

Village of Fall Creek
Notice of Board of Review Meeting
Wednesday, May 31, 2023 at 5:00 p.m. – 7:00 p.m.
Village Hall, 122 E Lincoln Ave, Fall Creek, WI

AGENDA

All items for possible action unless otherwise noted.

1. Call Board of Review (BOR) to Order
2. Roll Call
3. Confirmation of Appropriate BOR and Open Meetings Notices
4. Select a Chairperson for BOR
5. Select a Vice-Chairperson for BOR
6. Verify That at Least One BOR Member Has Met the Mandatory Training Requirements
7. Verify That the Village Has an Ordinance for the Confidentiality of Income and Expense Information Provided to the Assessor Under State Law (§70.47 (7)(af) Wis.Stats)
8. Review of New Laws
9. Adoption of Policy Regarding the Procedure for Sworn Telephone Testimony and Sworn Written Testimony
10. Adoption of Policy Regarding the Procedure for Waiver of BOR Hearing Requests
11. Filing and Summary of Annual Assessment Report by Assessor's Office
12. Receipt of the Assessment Roll by Clerk from Assessor
13. Receive the Assessment Roll and Sworn Statements from the Clerk
14. Review the Assessment Roll and Perform Statutory Duties
 - A. Examine the Roll
 - B. Correct Description or Calculation Errors
 - C. Add Omitted Property
 - D. Eliminate Double Assessed Property
15. Discussion/Action - Certify All Corrections of Error Under State Law (§70.43 Wis. Stats.)
16. Discussion/Action - Verify with the Assessor That Open Book Changes are Included in the Assessment Roll
17. Allow Taxpayer to Examine Assessment Data
18. During the First Two Hours, Consideration of:
 - A. Waivers of the Required 48-Hour Notice of Intent to File an Objection When There is Good Cause
 - B. Requests for Waiver of the BOR Hearing Allowing the Property Owner an Appeal Directly to Circuit Court
 - C. Requests to Testify by Telephone or Submit Sworn Written Statement
 - D. Subpoena Requests
 - E. Act on Any Other Legally Allowed/Required Board of Review Matters
19. Review Notices of Intent to File Objection
20. Proceed to Hear Objections, if Any and if Proper Notice/Waivers Given, Unless Scheduled for Another Date
21. Consider/Act on Scheduling Additional BOR Date(s)
22. Adjourn (to Future Date if Necessary)

Please Note: Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through sign language interpreters or other auxiliary aids. To request the service, contact the Village Clerk-Treasurer at (715) 877-2177 or by writing to PO Box 156, Fall Creek, WI 54742

Agenda posted this 17th day of May 2023 at Fall Creek Village Hall, Fall Creek Post Office, and Unity Bank.

The Village of Fall Creek is an Equal Opportunity Provider & Employer