

Town of Dane Board of Review Meeting Minutes

June 30, 2022

Attendance: Dave Koenig (Chair) (phone), George Dorn (Supervisor 1) and Rich Haag (Supervisor 2)

Present: Angie Volkman (Clerk), Steve Mahlik (Equity Appraisal-Assessor)

MASKS ARE OPTIONAL – Dane County lifted mask mandate 3/1/2022

1. **Call board of review to order (by clerk).** Board of Review meeting called to order at 5pm by Angie Volkman.
2. **Roll Call.** Present: Rich Haag, George Dorn, Dave Koenig, Angie Volkman and Steve Mahlik.
3. **Confirmation of appropriate Board of Review and Open Meetings notices.** The meeting was posted 6/8/2022 and published 6/16/2022 & 6/23/2022.
4. **Verify that a member has met the mandatory training requirements.** Angie Volkman and Rich Haag have taken the training within the past year.
5. **Review of new laws.** Steve reported that there were no new laws.
6. **Receipt of the Assessment Roll by clerk from the assessor.** Steve reported that Angie does have the assessment roll and it is a completed roll. The affidavit has been signed by Steve and will be signed by Angie.
7. **Review the Assessment roll. Examine the roll. Correct description or calculation errors. Add omitted property.** Angie Volkman reported that she examined the assessment roll to the best of her knowledge. Steve reported that the roll that was submitted has no omitted properties and or errors.
8. **Certify all corrections of error under state law (sec. 70.43, Wis. Stats.).** There were none.
9. **Verify with the assessor that open book changes are included in the assessment roll.** Steve reported that all open book changes are included in the assessment roll.
10. **Allow taxpayers to examine the assessment data.** No tax payers besides the board at the meeting to examine the roll.
11. **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.**
12. **Review Notices of Intent to File Objection.** No 48-hour form of objection notice were received.
13. **Proceed to hear objections, if any and if proper notice/required Board of Review matters.** No objections.
14. **Consider/act on scheduling additional Board additional board of review Date(s) (if necessary).** No additional scheduling needed.

The recorder was turned off for the remainder of the meeting.

The recorder was turned back on.

1. **Adjourn.** Motion by Dave Koenig, second by George Dorn to adjourn. Motion carried unanimously.

The meeting was adjourned at 8:00 p.m.

Angie Volkman-Clerk