

TOWN OF WALWORTH
W6741 BRICK CHURCH ROAD, PO BOX 386, WALWORTH, WI 53184-0386, Phone: 262-275-9800
2023 BOARD OF REVIEW AGENDA
Monday, October 9, 2023 @
4:00 – 6:00 PM or adjournment

1. Call Board of Review (BOR) to Order by BOR Chair David Rowbotham
2. Roll Call David Rowbotham, Steve Santeler, Bill Pearce, Marie Baker & Accurate Appraisal Rep.
3. Confirmation of appropriate BOR and Open Meetings notices
4. Appoint of Vice-Chairperson
5. Verify that at least one person has received mandatory training
6. Verify Town Ordinance for confidentiality of income and expense information provided to assessor under state law (sec.70.47(7)(af))
7. Review of new laws and general information from Assessor
8. Approval of prior BOR minutes
9. Filing and summary of Annual Assessment Report by Assessor's office
10. Receipt of Assessment Roll by Clerk from Assessor
11. Receive the Assessment Roll and sworn statements from the Clerk
12. Review the Assessment Roll and perform Statutory Duties:
 - a) Examine the Roll
 - b) Correct description or calculation errors
 - c) Add omitted property, and
 - d) Eliminated Double Assessed Property
13. Discussion/Action-Certify all corrections of error under state law (sec.70.43 Wis.Stats)
14. Discussion/Action-Verify with the assessor that open book changes are included in the assessment roll
15. Allow taxpayers to review assessment data
16. During the first two hours, consideration of:
 - a) Waivers of 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 the circuit court.
 - c) Requests to testify by telephone or submit a sworn written statement
 - d) Subpoena requests, and
 - e) Act on any other legally allowed or required BOR matters
17. Review Notices of Intent to File Objections
18. Proceed to hear objections, if any and if proper notice/waivers given, unless scheduled for another date
19. Swearing in and hearing of assessment objections, if any
20. Discussion/Decision on Objections filed by Property Owner(s)
21. Clerk gives proper Notice of BOR Determination/waivers
22. Consider/act on scheduling additional BOR date(s), if needed
23. Discussion and Decision on the 2023 assessment roll
24. Final Adjournment

Marie Baker, Clerk-Treasurer Posted October 4, 2023

This meeting is taped for public record. Requests from persons with disabilities who need assistance to participate in this meeting or hearing, should be made to the Clerk/Treasurer's office in advance so the appropriate accommodations can be made.

It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information; no action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice.