

**\*\*\*BOARD OF REVIEW MINUTES\*\*\***

July 13, 2023

**SAUKVILLE MUNICIPAL CENTER  
639 E GREEN BAY AVE  
SAUKVILLE, WISCONSIN**

Andy Hebein called the meeting to order at 6:00 p.m.

Roll Call: Andy Hebein-present; Chris Lear-present; Donald Clark-absent; Pete Janus-present, Rich Witkowski-present and Julie Friede - present.

Others Present: Alanna Carter (Accurate Appraisal - Assessor)

Six (6) members of the Board of Review (BOR) were present.  
Village Assessor: Alanna Carter - Accurate Appraisal  
Village Attorney: Not present

**Announcement that the Meeting of the Board of Review is now in Session.**

Hebein announced that the meeting of the Board of Review is now in session at 6:00 p.m. on July 13, 2023.

**Designation of Clerk of the Board of Review**

Julie Friede was designated the Clerk of the 2023 Board of Review.

**Nomination of Chairperson**

Andy Hebein was nominated and appointed as Chairperson of the BOR - Meet to Adjourn meeting on May 18, 2023.

**Nomination of Vice-Chairperson**

Julie Friede was nominated and appointed as Vice-Chairperson of the BOR - Meet to Adjourn meeting on May 18, 2023.

**Board of Review Announcements**

The Chairperson made the following announcements:

- The Board of Review for the Village of Saukville is now in session for the year of 2023.
- This hearing is being recorded and we ask that only one person speak at a time.
- All persons giving testimony will be sworn in by the Clerk and will testify under oath.
- Required Training:

Let the record show that member Hebein and Friede has completed the training that meets the statutory requirement which requires that at least one member of the BOR go through the certified training every year before the Board's first meeting.

Let the record show that the Village of Saukville has Ordinance #830 amending §8.1 Board of Review, Subsection D. Confidentiality of income and expense information provided to the Assessor Under State Law (Wis. Stat. § 70.47(7)(af)) dated May 16, 2023.

**The Chairperson asked the Clerk the following**

- Have you posted/published the Notices for the Board of Review as required by Statute? (Friede - Yes)
- When was the Assessment Roll received? (Friede - June 2, 2023)
- When was the Roll open for inspection (Open Book)? (Friede - June 8, 2023 - 2:00 - 6:00 p.m. via phone & in person)
- Did you review the Roll for double assessments, imperfect descriptions, and other apparent errors? (Friede - Yes, I would encourage members to review the Roll during the next couple of hours.)
- What is the approximate level of assessment? (Friede - Approximately 99.35% - Market Value - per Accurate Appraisal)
- Did the Assessor sign the Affidavit, mail the required change notices, and provide the Guide for Property Owners and the Appeal Guide for Wisconsin Real Property Owners? (Friede - Yes, the Assessor signed the Affidavit which states that the statutory requirements have been met.)
- Each person giving testimony will state:
  - a. their name
  - b. their address
  - c. state their business with the Board.

**Swearing in of Village Assessor**

Friede swore in Alanna Carter, Accurate Appraisal, State of Wisconsin Certified Level 2 Assessor.

Friede asked Carter if she had any comments.

Carter reviewed recent activity.

**Verification of Signed Assessment Roll**

Friede verified that the Assessment Roll was signed by Alanna Carter.

**Hearing Property Assessment Appeals**

None.

**Review of Objections and Testimony**

None.

**Review a Waiver of Board of Review Request**

Review a request for Waiver of Board of Review Hearing submitted by Daniel G Kamin Saukville LLC c/o Wal-Mart at 825 E Green Bay Ave, Parcel Number 11-025-016-032.00

**Clark/Witkowski made a motion** to approve the request for Waiver of Board of Review Hearing submitted by Daniel G Kamin Saukville LLC c/o Wal-Mart at 825 E Green Bay Ave, Parcel Number 11-025-016-032.00. Motion Carried.

**Assessor's Change to Assessment Roll**

None.

**ADJOURNMENT**

Janus/Clark moved to adjourn the 2023 Board of Review. The meeting adjourned at 8:00 p.m.

Julie Friede  
Village Clerk

