

Village of Birchwood
101 N. Main Street
PO Box 6
Birchwood, WI 54817



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The Board of Review
of the Village of Birchwood was held on
Tuesday, October 10, 2023, at 4 pm.
at the **Birchwood Village Hall, 101 N Main St, Birchwood, WI 54817.**

MINUTES

Call meeting to order (Meeting is recorded)

Pledge of Allegiance -Recited

Roll call by Clerk: Present- R. VanGilder, B. Boatman, T. LeBrocq, and R. Seffinga. Absent: S. Milligan

Public Notice: Posted in the Rice Lake Chronotype on August 16, 2023. Also posted at the Birchwood Post Office, Village Hall, Gary's Grocery, and Village Website.

AGENDA ITEMS:

1. Motion by VanGilder 2nd by Seffinga to approve current agenda. Carried 4-0
2. Select chairperson and vice-chairperson. -Motion by VanGilder, 2nd by Boatman to select T. LeBrocq as chairperson. Carried 4-0. Motion by VanGilder, 2nd by Boatman to select R. Seffinga as the vice-chairperson. Carried 4-0
3. Clerk verified that R. Seffinga and T. Lebrocq met the training requirements under state law (sec. 70.46(4), Wis. Stats.)
4. Clerk verified ordinance Chapter 8, Article VIII, Sec. 2-621 (e) for the confidentiality of income and expense information was provided to the assessor under the state law 73.03(2a).
5. Receive the assessment roll and sworn statements from the clerk.-K. Owen (assessor) signed the roll and confirmed that the county has been given any changes.
6. Examine the roll, correct description or calculations errors, add omitted property, and eliminate double assessed property.- Owen stated there were no double assessments.
7. Certify all corrections of error under state law (sec. 70.43, Wis Stats)-Owen confirmed there were no corrections and that all were completed during revaluation.
8. Verified with the assessor that Open Book changes are included in the assessment roll. -Owen confirmed yes.
9. Allow taxpayers to examine assessment data.-Owen and clerk confirmed that the roll has been available at the Village Hall for review.
10. Scheduled hearings for written objections, if any.-Beffa stated that Kim Schroeder asked for paperwork but never returned it or followed up with Owen.
11. Review and grant as appropriate, if any: None
 - a. Waivers of the required 48-hour notice of intent to file and objection when there is good cause.
 - b. Request 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.

The meeting is open to the public and is handicapped accessible.

Agendas are posted in three public places which are the Village Hall, Gary's Grocery and Birchwood United States Postal Service Office notice boards, and on the village website www.birchwoodvillagewi.com to comply with Resolution 175-15.

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12. Hear written objections, if any. Notice must be given by the BOR to the property owner and assessor at least 48 hours earlier, or if both waive the 48-hour notice requirement.-None
13. Create a new hearing schedule for written objections filed but not heard, if applicable.- None
14. BOR was completed and closed at 6pm.

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