



VILLAGE OF WILLIAMS BAY

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OFFICIAL MINUTES BOARD OF REVIEW 7/13/2023 MEETING THURSDAY, JULY 13, 2023 AT 10:00 AM

I. Call to Order

Clerk Kolls called the meeting to order at 10:00am.

II. Roll Call

Present: President Bill Duncan, Trustees Lowell Wright, Robert Umans, Adam Jaramillo, and Steven Russell

Also Present: Clerk Tina Kolls, Village Attorney Mark Schroeder, Village Assessor Luke Mack

Excused: Trustees George Vlach and Jim D'Alessandro

III. Confirmation of appropriate Board of Review and Open Meeting Notices

Clerk Kolls stated that a notice of this meeting was published in the Lake Geneva Regional News on May 18, 2023.

IV. Select a Chairperson for the Annual Board of Review

The motion to select a President Duncan as Chairperson for the Annual Board of Review was initiated by Trustee Umans and seconded by Trustee Wright. Unanimously carried.

V. Select a Vice-Chairperson for the Annual Board of Review

The motion not to select a Vice-Chairperson was made by Trustee Wright and was seconded by Trustee Jaramillo. Unanimously carried.

VI. Minutes

A. Board of Review Meeting Minutes of 8/18/2022

The motion to approve the Board of Review Meeting Minutes of 8/18/2022 was initiated by Trustee Wright and seconded by Trustee Umans. Unanimously carried.

B. Board of Review Meeting Minutes of 6/5/2023

The motion to approve the Board of Review Meeting Minutes of 6/5/2023 was initiated by Trustee Wright and seconded by Trustee Umans. Unanimously carried.

VII. Verify that a member has met the mandatory training requirements

Clerk Kolls reported that Trustee Russell has met the training requirements for 2023.

VIII. Confirmation the Village of Williams Bay has adopted ordinance Sect. 12-1(b) which establishes confidentiality of income and expense information provided to the assessor under state law (Wis. Stats. 70.47 (7)(af)).

Clerk Kolls confirmed that Ordinance 2022-12 has been adopted to meet this state law.

IX. Review of any new legislation

Attorney Schroeder explained that there was no new legislature.

X. Filing and Summary of Annual Assessment Report by Assessor's Office

Assessor, Luke Mack, asked for this item to be moved on the agenda to be right before the hearings. No objections.

The Assessor stated that this was a maintenance year for the Village's assessed value current to comply with the State. He stated that the Village's percentage was in good standing.

XI. Receipt of the Assessment Roll and sworn statements by the Clerk

Clerk Kolls received and signed the Assessment Roll.

XII. Review the Assessment Roll and Perform Statutory Duties

Village Assessor, Luke Mack, requested this item be moved to after any hearings are completed. There were no objections.

A. Correct description of calculation errors, and omitted property, and eliminate double assessed property

The motion to accept the 2023 Assessment Roll as presented was initiated by Trustee Umans and seconded by Trustee Wright. Unanimously Carried.

XIII. Discussion/Action - Certify all corrections of error under State Law (Sec. 70.43 Wis. Stats.)

Assessor Luke Mack reported that there were no corrections of error.

XIV. Discussion/Action - Verify with the Assessor that Open Book changes are included in the Assessment Roll, and consider approval of the 2023 Assessment Roll

Assessor, Luke Mack, verified that the Open Book changes are included in the Assessment Roll.

XV. Allow taxpayers to examine the Assessment Data

The Assessment Roll was available for examination.

XVI. 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, requests for waiver of the BOR hearing allowing the property owner an appeal directly to circuit court, requests to testify by telephone or submit a sworn written statement, subpoena requests, and act on any other legally allowed/required Board of Review matters

There were no waivers filed to consider.

XVII. Review Notices of Intent to file Objection

Clerk Kolls stated that we will have Baywood Estates, LLC, Agent Roger Wolff, 154 Wood Street and Kurt Ripkey, Agent Roger Wolff, 100 Birch Walnut today.

XVIII. Proceed to hear Objections, if any and if proper notice/waivers given unless scheduled for another date

All notices were withdrawn.

XIX. Schedule additional Board of Review dates (if required)

Additional dates were not scheduled.

XX. Adjournment

The motion to adjourn was initiated by Trustee Umans and seconded by Trustee Wright at 12:02pm. Unanimously carried.

/s/ Tina Kolls, Village Clerk