

**VILLAGE OF MARSHALL
BOARD OF REVIEW MEETING
THURSDAY, JUNE 16, 2016
Starting at 5:00 p.m. for a minimum of two hours
COUNCIL ROOM, MUNICIPAL BUILDING, 130 S. PARDEE, MARSHALL**

AGENDA

Call Meeting to Order
Recognition of those present

1. Appointment of Chairperson.
2. Appointment of Vice-Chairperson
3. Verification of what member(s) have met the mandatory training requirements specified in sec. 70.46(4), WI. Statutes.
4. Verification that the proper notices were posted and published as provided by WI. Statutes
5. Acceptance of the assessment roll and sworn statements from the clerk and verification that the Assessor's affidavit has been signed.
6. Review and examine the 2016 assessment roll of real and personal property and mobile home statements and all sworn statements and valuations of real and personal property therein, and for correcting all errors in description or computation, and add omitted or eliminate double assessed property, and to perform such other duties imposed by law
7. Certify all corrections of error under state law (sec. 70.43 Wis. Stats)
8. Schedule hearings for written objections to be heard and address objections to assessment as allowed by State Statutes.
9. During the first two hours; grant:
 -) Waivers of the required 48-hour notice of intent to file an objection when there is a 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 sworn written statement.
10. Hear written objections if notice was given by the BOR to the property owner and Assessor at least 48 hours earlier, or if both waive the 48-hour notice requirement.
11. Create a new hearing schedule for written objections filed but not heard.
12. Adjournment.

Sue Peck, Administrator/Treasurer/Deputy Clerk
Posted 6-14-16 website: www.marshall-wi.com

cc members: Schuepbach, Hensler, Shepler, Frey and Peck, cc alternate members Bunch, Peters, Diedrick cc others: Agenda Requestors

*****Members of the Village of Marshall Village Board, who are not members of this committee may attend this meeting, because they have been asked to attend at the request of the committee or because the meeting is open to the public; if so, it is possible that a majority of the members of the Village board may be present at the meeting, although no Village board business will be conducted and no Village Board decisions will be made.**

*****Any person who has a qualifying disability as defined by the American With Disabilities Act that requires the meeting or materials at the meeting to be in as accessible location or format must contact the municipal clerk at 608-655-4017, 130 S. Pardee St., 24 hours prior to the meeting so that any necessary arrangements can be made to accommodate each request.**