

PUBLIC NOTICE

Meeting - Board of Review
Tuesday, May 16, 2023 - 3:30 PM

PLEASE TAKE NOTICE that a meeting of the Village of Butler Board of Review will be held on the 16th day of May, 2023, at 3:30 PM via a virtual meeting, at which time and place the following items of business will be considered and possibly acted upon.

- I. Call to Order and Roll Call
- II. New Business
 - (A) Confirmation of appropriate Board of Review and Open Meeting notices.
 - (B) Select a Chairperson and Vice-Chairperson.
 - (C) Verify that a member has met the mandatory training requirements.
 - (D) Filing and Summary of the Annual Assessment Report by the Village Assessor.
 - (E) Receive the Assessment Roll and sworn statements from the Clerk.
 - (F) Review the Assessment Roll and Perform Statutory Duties:
 - a. Examine the roll,
 - b. Correct description or calculation errors,
 - c. Add omitted property, and
 - d. Eliminate double assessed property
 - (G) Discussion and possible action to certify all corrections of error under state law (Wis. Stats. §70.43).
 - (H) Discussion and possible action to verify with the Assessor that open book changes are included in the assessment roll.
 - (I) Allow taxpayers to examine the assessment data.
 - (J) 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,

- b. Requests for BOR hearing waiver to allow the property owner an appeal directly to circuit court,
- c. Requests to testify by telephone or submit sworn written statement,
- d. Subpoena requests, and
- e. Act on any other legally allowed/required Board of Review matters

(K) Review Notices of Intent to File Objection.

(L) Proceed to hear objections, if any and if proper notice/waivers given unless scheduled for another date.

(M) Consideration of possible dates of hearings for future meetings of 2023 Board of Review.

III. Adjournment (to future date if necessary)

Dated: May 12, 2023

BY: Kayla Thorpe
Administrator-Clerk

Notice: It is possible that members of, and possibly a quorum of, other governmental bodies of the Village 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 in the above notice.

Please note that, upon reasonable notice, good faith efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact the Village Administrator/Clerk at 262/783-2525 at least 24 hours in advance of the meeting.