

**Board of Review
of the City of Onalaska**
Wednesday, May 13, 2020

1

1 The Meeting of the Board of Review of the City of Onalaska was called to order at 9:09 a.m. on
2 Wednesday, May 13, 2020. It was noted that the meeting had been announced and a notice
3 posted at City Hall.

4

5 Roll call was taken with the following members present: Mayor Kim Smith, Ald. Tom Smith,
6 Ald. Dan Stevens, Ald. Steven Nott, City Clerk Cari Burmaster

7

8 Also Present: City Attorney Amanda Jackson, Ald. Diane Wulf, Addie Ebert and Ben Crane of
9 Accurate Appraisal, Deputy City Clerk JoAnn Marcon, City Administrator Eric Rindfleisch

10

11 **Item 2 – Approval of minutes from previous meeting**

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13 Motion by Ald. Stevens, second by Cari, to approve the minutes from the previous meeting as
14 printed and on file in the City Clerk’s Office.

15

16 On voice vote, motion carried.

17

18 **Consideration and possible action on the following items:**

19

20 **Item 3 – Select Chairperson**

21

22 Motion by Cari, second by Ald. Stevens, to nominate and select Mayor Kim Smith as Chair of
23 the Board of Review.

24

25 On voice vote, motion carried.

26

27 **Item 4 – Select Vice-Chairperson**

28

29 Motion by Cari, second by Mayor K. Smith, to nominate and select Ald. Dan Stevens as Vice-
30 Chairperson of the Board of Review.

31

32 On voice vote, motion carried, 4-0, with one abstention (Ald. Stevens).

33

34 **Item 5 – Verify that mandatory training requirements specified in Sec. 70.46(4) Wisconsin**
35 **Statutes have been met**

36

37 Cari noted board members had received an attachment to their agenda showing that both she and
38 Deputy City Clerk JoAnn Marcon have met the training requirements. Cari said they were
39 required to have training within a two-year timeframe for the Board of Review to actually go
40 forward. Cari noted both she and JoAnn had completed their training in 2019, and that both still
41 are valid for 2020.

42
43 Motion by Ald. Stevens, second by Ald. T. Smith, to accept and place on file verification that
44 mandatory training requirements specified in Sec. 70.46(4) Wisconsin Statutes have been met.
45

46 On voice vote, motion carried.
47

48 **Item 6 – Roll review for errors in description, computation, add omitted or eliminate**
49 **double assessments**
50

51 Cari told board members she had received the roll from the assessor Wednesday morning, and
52 she said everything appears to be in order.
53

54 Addie noted there were two corrections of error from 2019.
55

56 Cari read into the record the following correction of errors on personal property:
57

- 58 • Great River Financial Services had a reduction of \$6,500.
 - 59 • Marco Technology had a reduction of \$3,600.
- 60

61 Motion by Ald. Stevens, second by Ald. T. Smith, to accept the roll review.
62

63 On voice vote, motion carried.
64

65 **Item 7 – Requests for waivers/testimony**
66

- 67 a. Waivers of the required 48-hour notice of intent to file an objection when there is good
68 cause

69 Cari said there are no requests on file.
70
71

- 72 b. Request for Waiver of the Board of Review hearing allowing the property owner an
73 appeal directly to circuit court
- 74

75 Cari said there are no requests for this waiver.
76

- 77 c. Request to testify by telephone or submit sworn written statement
- 78

79 Cari said no requests have been made.
80

81 **Item 8 – Presentation of objections for actual real/personal property values by owners or**
82 **their representatives according to the procedures established in Sec. 70.47(8) of the**

83 **Wisconsin Statutes**

84

85 Cari said the lone objection application has been withdrawn, and she noted the board must
86 remain in session until 11 a.m. Cari said the board may recess at this time, and it may proceed
87 with where it is on the agenda should anyone come to City Hall and bring forward a request.

88

89 Amanda said the board must remain in session until 11:10 a.m.

90

91 Cari said the board will be back in session at 11:05 a.m. unless someone comes to City Hall.

92

93 Mayor K. Smith noted no one from the community had contacted the board during the two hours
94 it was in recess, and she said the board will not take any action on this item.

95

96 **Item 9 – Create new hearing schedule for written objections filed but not heard**

97

98 Cari said no objections are on file, and therefore there is no need to create a hearing schedule.

99 Cari said the board may adjourn sine die this morning.

100

101 **Adjournment**

102

103 Motion by Ald. Stevens, second by Cari, to adjourn sine die at 11:11 a.m.

104

105 On voice vote, motion carried.

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107

108 Recorded by:

109

110 Kirk Bey