

**Board of Review
of the City of Onalaska**

Tuesday, May 14, 2019

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1 The Meeting of the Board of Review of the City of Onalaska was called to order at 6:45 p.m. on
2 Tuesday, May 14, 2019. It was noted that the meeting had been announced and a notice posted
3 at City Hall.

4

5 Roll call was taken with the following members present: Mayor Joe Chilsen, Ald. Kim Smith,
6 Ald. Diane Wulf, City Clerk Cari Burmaster

7

8 Excused Absence: Ald. Jim Olson

9

10 **Item 2 – Approval of minutes from previous meeting – May 16, 2018**

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12 Motion by Ald. Wulf, second by Ald. K. Smith, to approve the minutes from the previous
13 meeting as printed and on file in the City Clerk’s Office.

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15 On voice vote, motion carried.

16

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

18

19 **Item 3 – Select Chairperson**

20

21 Motion by Ald. K. Smith, second by Ald. Wulf, to nominate and select Mayor Joe Chilsen as
22 Chair of the Board of Review.

23

24 On voice vote, motion carried, 3-0, with one abstention (Mayor Chilsen).

25

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

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28 Motion by Ald. K. Smith, second by Cari, to nominate and select Ald. Diane Wulf as Vice-
29 Chairperson of the Board of Review.

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31 On voice vote, motion carried, 3-0, with one abstention (Ald. Wulf).

32

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

35

36 Cari noted board members’ agendas include a copy of the member training affidavit, and she said
37 she had gone through training in 2019. Cari noted Deputy City Clerk JoAnn Marcon is still
38 certified because she completed training in 2018, and that training is applicable for two years.
39 Cari informed board members she has two CDs in her office should anyone else wish to become
40 certified. Cari noted the training video is 2½ hours in length and includes a test that may be
41 submitted to her, and she in turn can submit the applicant’s name for certification.

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42
43 Motion by Ald. K. Smith, second by Ald. Wulf, to accept the mandatory training requirements
44 specified in Sec. 70.46(4) Wisconsin Statutes, as specified.

45
46 On voice vote, motion carried.

47
48 **Item 6 – Requests for waivers/testimony**

- 49
50 a. Request for Waiver of the Board of Review hearing allowing the property owner an
51 appeal directly to circuit court
52 b. Request to testify by telephone or submit sworn written statement

53
54 Cari said the city has not received any objections either for Item 6a or 6b at this point in time.

55
56 **Item 7 – Adjournment to Wednesday, July 31, 2019 at 9 a.m.**

57
58 Motion by Ald. Wulf, second by Ald. K. Smith, to adjourn to Wednesday, July 31, at 9 a.m.

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60 On voice vote, motion carried. The Board of Review adjourned at 6:49 p.m.

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62
63 Recorded by:

64
65 Kirk Bey