

**TOWN OF MANITOWOC RAPIDS
MINUTES OF THE BOARD OF REVIEW FROM MAY 10, 2023**

The Board of Review was called to order on May 10, 2023 at 6:30 p.m. by Josh Stradal, Chairperson for Town of Manitowoc Rapids at the Town Hall, 8624 CTH JJ, Manitowoc, WI.

Chairperson Stradal moved to postpone the BOR until August 2, 2023 when the 2023 Assessment Roll would be complete, seconded by Supervisor Wetenkamp. Upon vote, the motion carried unanimously. The meeting adjourned at 6:31 p.m.

**TOWN OF MANITOWOC RAPIDS
MINUTES OF THE BOARD OF REVIEW FROM AUGUST 2, 2023**

Board of Review (BOR) reconvened and was called to order at 5:00 p.m. on August 2, 2023 at the Town of Manitowoc Rapids Town Hall.

Roll call was taken and the BOR members present were Josh Stradal, Tom Wetenkamp, and John Jost. Others present, Jessica Backus, Town Clerk/Treasurer and Scott Tennessen, Town Assessor. BOR was in session for at least two hours. Clerk Backus confirmed the appropriate posting/publication of BOR and Open Meeting notices.

Tom Wetenkamp, nominated Josh Stradal as BOR Chairperson, seconded by John Jost. Upon vote, the motion carried unanimously.

Tom Wetenkamp, nominated John Jost as BOR Vice-Chairperson, seconded by Josh Stradal. Upon vote, the motion carried unanimously.

Chairperson Stradal asked Clerk Backus if BOR members had attended the required BOR training. Clerk Backus informed the Chair that Tom Wetenkamp attended the training. His affidavit and exam were on file and had been appropriately filed with the Wisconsin Department of Revenue. The training requirement of at least one member has been met for this year's BOR meeting.

Clerk Backus stated the Town does have an ordinance for confidentiality of income and expense information provided to the assessor under state law (sec. 70.47(7)(af)), a policy regarding the procedure for sworn telephone testimony and sworn written testimony, and a policy regarding the procedure for waiver of BOR hearing requests.

Clerk Backus stated there were no new law changes for 2023 BOR.

Assessor Tennessen provided the 2023 assessment roll. The assessment roll was examined, there were no incorrect descriptions, calculation errors, omitted properties or double assessed property errors to correct. Clerk Backus and Assessor Tennessen both stated that the assessor's affidavit had been signed.

There were no open book changes that are included in the assessment roll per the assessor's statement.

Chairperson Stradal offered taxpayers the opportunity to examine the assessment roll. No one was present and no objection forms were received by Clerk Backus or Assessor Tennessen.

Supervisor Wetenkamp moved to adjourn the 2023 BOR, seconded by Supervisor Jost. Upon vote, the motion carried unanimously. The BOR adjourned at 7:00 p.m.

Respectfully submitted,
Jessica Backus, BOR Clerk