

## **Town of Otter Creek Board of Review Meeting**

### **Otter Creek Town Hall, Wheeler WI**

**Wednesday, August 26, 2020 – minimum of two-hour session beginning at 6 p.m.**

Meeting was called to order by Town Chairman, Mark Warner, at 6:04 p.m. Roll call was taken by Warner— those present - Tax Assessor, Bob Irwin; Mark Warner, Town Chairman; LeAnn Clark, Supervisor 2, and Town Clerk, Bev Bernier, in attendance.

Motion was made by Warner to appoint LeAnn Ralph as chairperson of the BOR. Motion seconded by Bernier, motion carried.

Ralph stated confirmation of appropriate Board of Review (BOR) and Opening Meetings notices were verified and published August 11, 2020 on the Otter Creek Town Website, posted on the Town Hall door and two standard posting places within the Town. This is not a reassessment year.

LeAnn Ralph, Mark Warner, and Bev Bernier have met the requirement of the BOR training and an Affidavit had been filed with the WI DOR on August 26, 2020.

Ralph verified that the Town of Otter Creek has an ordinance that exists for the confidentiality of income and expense information provided to the assessor under state law.

The Town of Otter Creek does not have a policy regarding the procedure for waiver of Board of Review hearing requests, as such, any requests not formally noticed to clerk of BOR at least 48 hours before the first meeting of the BOR will be basis for refusal to hear objection at this first BOR.

Tax Assessor; Bob Irwin stated there are no new tax laws.

The BOR received the assessment roll and sworn statement from Tax Assessor; Bob Irwin. We also reviewed the assessment roll with no corrections at the meeting.

It was verified with Assessor Irwin that any Open Book changes are included in the assessment roll. Open Book was held Tuesday, August 18, 2020, 3 p.m. to 5 p.m. and Assessor Irwin confirmed that no taxpayers were present to review the assessments and ask questions of Assessor Irwin.

No additional residents attended the Board of Review. Meeting was adjourned by Chairperson, LeAnn Ralph at 8:01 p.m.

Respectfully submitted, Bev Bernier, Otter Creek Clerk/Treasurer