

Town of Fremont BOARD OF REVIEW
Thursday, May 19, 2022
6:00 PM (must be in session a minimum of 2 hours)
Fremont Town Hall, E7403 Hwy 110, Fremont, WI 54940

AGENDA

1. Call Board of Review (BOR) to order.
2. Roll call.
3. Confirmation of appropriate BOR and open meeting notices.
4. Select Chairperson for BOR.
5. Select BOR Vice-Chairperson.
6. Verify that at least one member has met the mandatory training requirements.
7. Review of new laws.
8. Filing and summary of Annual Assessment Report by Assessor's Office.
9. Receipt of the Assessment Roll by clerk from the Assessor.
10. Receive the Assessment Roll and sworn statements from the Clerk.
11. 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.
12. Discussion/Action – Certify all corrections of error under state law (Wis. Stat. 70.43)
13. Discussion/Action – Verify with the assessor that open book changes are included in the assessment roll.
14. Allow taxpayers to examine assessment data.
15. During 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 waiver of the BOR hearing allowing the property owner an appeal directly to the circuit court,
 - c. Requests to testify by telephone or submit a sworn written statement,
 - d. Subpoena requests, and
 - e. Act on any other legally allowed/required BOR matters.
16. Review Notices of Intent to File Objection.
17. Proceed to hear objections, if any, and if proper notice/waivers given, unless scheduled for another date.
18. Consider/act on scheduling additional BOR dates(s).
19. Adjourn (to future date if necessary).

Nikole Gaigg, Clerk/Treasurer, Town of Fremont
May 19, 2022