

**TOWN OF GIBRALTAR
BOARD OF REVIEW
WEDNESDAY, JUNE 5, 2024
GIBRALTAR TOWN CENTER
4097 HIGHWAY 42, FISH CREEK WI 54212
5:00 PM**

Approved: July 10, 2024

Call Board of Review to order: The 2024 Board of Review for the Town of Gibraltar is hereby called to order at 5:00 p.m. by Chairman Steve Sohns.

Roll Call: Present by roll call: Chairman Steve Sohns, Supervisor Tom Birmingham, Supervisor John Selenica, Supervisor Jason Merkel. Absent: Supervisor Chomeau.

Also present are Travis Thyssen, Administrator, Laura Reetz, Clerk and Myles McKown, Associated Appraisal Project Manager

Confirmation of appropriate Board of Review and Open Meetings notices: The Notice of Adjournment and agenda have been publicly posted according to law.

Select a Chairperson for Board of Review: *Motion: (Birmingham/Selenica)* A nomination for Sohns was received; no other nominations were brought forward. *Carried*

Verify that a member has met the mandatory training requirements: The Clerk verified that Merkel and Selenica had completed the 2024 mandatory training requirement. The training affidavit was filed with the Department of Revenue.

Verify that the Town has an ordinance for the confidentiality of income and expense information provided to the assessor under state law (sec. 70.47(7)(af): The Clerk confirmed the confidentiality ordinance.

Review of new laws: McKown stated there were no new laws except personal property tax was repealed.

Filing and summary of Annual Assessment Report by Assessor's Office: McKown advised that report is no longer required. McKown provided oral summary. Assessment Notices were sent April 26, 2024. Open Book was held May 16, 2024. There were a few appointments. Estimated level of assessment is 92%.

Receipt of the Assessment Roll by the Clerk from the Assessor: The assessment roll was received by the Clerk from the Assessor.

Receive the Assessment roll and sworn statements from the Clerk: The assessment roll and sworn statements were received by the Board of Review from the Clerk.

Review the Assessment Roll and Perform Statutory Duties: Examine the roll, correct description or calculation errors, add omitted property, and eliminate double assessed property: The

Board of Review examined the roll and found no description or calculation errors, no omitted property was added and there were no double assessed properties.

Discussion/Action – Certify all corrections of error under state law (sec. 70.43, Wis. Stats.): There were no corrections from the prior year. McKown certified there were no errors.

Discussion/Action – Verify with the assessor that open book changes are included in the assessment roll: McKown certified the open book changes were included in the assessment roll.

Allow taxpayers to examine assessment data: *There were none.*

During the first two hours, consideration of:

- a. Waivers of the required 48-hour notice of intent to file an objection when there is good cause: *There were none.*
- b. Requests for waiver of the BOR hearing allowing the property owner of an appeal directly to circuit court: *There were none.*
- c. Requests to testify by telephone or submit sworn written statement,
- d. Subpoena requests: *There were none.*
- e. Act on any other legally allowed/required Board of review matters: *There were none.*

Review Notices of Intent to File Objection: The Clerk stated that no written or oral objections had been filed.

Proceed to hear objections, if any and if property notice/waivers given unless scheduled for another date: *There were none.*

Consider/act on scheduling additional BOR dates: No additional dates were needed.

Adjourn: *Motion: (Merkle/ Birmingham) to adjourn the 2024 Board of Review Sine Die at 7:00 p.m. Carried*

Respectfully Submitted,

Laura Reetz, Clerk