

Village of Birchwood
101 N. Main Street
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Birchwood, WI 54817



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The Board of Review
of the Village of Birchwood will be held on
Tuesday, October 10, 2023, at 4 pm.
at the **Birchwood Village Hall, 101 N Main St, Birchwood, WI 54817.**

AGENDA

Call meeting to order (Meeting is recorded)

Pledge of Allegiance

Roll call by Clerk: R. VanGilder, B. Boatman, S. Milligan, T. LeBrocq, and R. Seffinga

Public Notice: Posted in the Rice Lake Chronotype on August 16, 2023. Also posted at the Birchwood Post Office, Village Hall, Gary's Grocery, and Village Website.

AGENDA ITEMS:

1. Approve current agenda.
2. Select chairperson and vice-chairperson.
3. Verify which member(s) met the training requirements under state law (sec. 70.46(4), Wis. Stats.)
4. Verify ordinance Chapter 8, Article VIII, Sec. 2-621 (e) for the confidentiality of income and expense information provided to the assessor under the state law 73.03(2a).
5. Receive the assessment roll and sworn statements from the clerk.
6. Examine the roll, correct description or calculations errors, add omitted property, and eliminate double assessed property.
7. Certify all corrections of error under state law (sec. 70.43, Wis Stats)
8. Verify with the assessor that Open Book changes are included in the assessment roll.
9. Allow taxpayers to examine assessment data.
10. Scheduled hearings for written objections, if any.
11. Review and grant as appropriate, if any:
 - a. Waivers of the required 48-hour notice of intent to file and objection when there is good cause.
 - b. Request for waiver of the BOR hearing allowing the property owner an appeal directly to circuit court.
 - c. Requests to testify by telephone or submit sworn written statement.
12. Hear written objections, if any. Notice must be given by the BOR to the property owner and assessor at least 48 hours earlier, or if both waive the 48-hour notice requirement.
13. Create a new hearing schedule for written objections filed but not heard, if applicable.
14. Adjourn

The meeting is open to the public and is handicapped accessible.

Agendas are posted in three public places which are the Village Hall, Gary's Grocery and Birchwood United States Postal Service Office notice boards, and on the village website www.birchwoodvillagewi.com to comply with Resolution 175-15.