



**The Board of Review of the Village of Birchwood
meeting was held Monday, May 11th, 2026, from 4:00 p.m. to 6:00 p.m
at the Birchwood Village Hall, 101 N Main St, Birchwood, WI 54817.**

MINUTES

President VanGilder called the Board of Review to Order.

- Roll call by Clerk Beffa-**Present**-R. VanGilder, T. LeBrocq, R. Seffinga, P. Parkos, B. Darkow. **Present**-Tony from Prochnow Assessing.
- Beffa confirmed that the Open Book/BOR long notice for meetings was posted on March 10, 2026, on the Village Website, Village Hall, Pioneer Market & Deli, and the Birchwood Post Office. Agenda was posted on May 7, 2026.
- Motion by VanGilder, 2nd by Parkos to select Seffinga as the Chairperson. Carried 5-0. Motion by Darkow, 2nd by Seffinga to select Parkos as the Vice Chairperson. Carried 5-0.
- Beffa verified that R. VanGilder and A. Beffa completed the mandatory training. Affidavits were completed and it was reported to the state.
- Beffa verified that the Village has Ordinance 2-621 regarding confidentiality of income and expense information provided to the assessor.
- Beffa stated there were changes in the state statues last year.
- Beffa verified that the Village continues to follow the policy.
- Assessor verified filing/summary of annual Assessment report.
- Beffa verified the assessment roll was received by digital copy. BOR members received a copy.
- Beffa verified that the Assessment Roll was sent to BOR members by email.
- Members examined the roll to correct any errors in descriptions or calculations, add omitted property or eliminate double assessed property.
- Beffa verified with Joe Atwood that information was sent to the assessor regarding properties from the previous assessor.
- Board examined roll and discussed findings. No errors noted.
- Allow taxpayers to examine assessment data. L. Zillmer inquired about Ernie Langosch's sheds and how they are valued/assessed. VanGilder commented that he didn't think Zillmer was allowed to inquire about other people's property during BOR. VanGilder added that if Ernie had a problem, he would be here. The assessor stated that these questions are addressed during Open book. Zillmer commented that she didn't make it to Open book. Beffa stated that Zillmer is allowed to look at the assessment roll, but it isn't the time for questions unless it is being used as a formal comparison to support her own case.
- The Board agreed that no errors were found. Assessor verified that open book changes are included in the assessment roll.
- Zillmer asked that the Village have a hard copy of the assessment roll next year. Beffa commented that it's more cost effective to use a digital copy, but we can get a hard copy. Zillmer asked that the roll be posted on our website. Linda voiced concern over the sheds in the Village-how many and how they're

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.

Village of Birchwood
101 N. Main Street
PO Box 6
Birchwood, WI 54817



"The Bluegill Capitol of Wisconsin"

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assessed. Anthony (Prochnow Assessing) commented that the purpose of BOR is to contest your own assessment. He also stated that the Village could get Zillmer a copy of the roll and she could call him for more records if needed.

- There were no waivers of intent to file an objection or requests, no requests to testify or subpoenas or any other legally allowed or required BOR items.
- No notices of intent to file objections.
- No one came to contest, so there is no need to schedule additional BOR dates. No further questions from BOR members.
- Meeting was in session for mandatory two hours. Motion by Seffinga, 2nd by Darkow to adjourn. Carried 5-0.

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