

**Town of East Troy
Board of Review**

Thursday, June 9, 2022

6:00 p.m. – 8:00 p.m. (must be in session a minimum of two hours)

**East Troy Town Hall
N9330 Stewart School Road
East Troy WI 53120**

1. Call the Board of Review to Order
2. Roll Call
3. Confirmation of Appropriate Board of Review and Open Meeting Notices
4. Select a Chairperson for Board of Review
5. Select a Vice-Chairperson for Board of Review
6. Verify that a member has met the mandatory training requirements
7. Receipt of the Assessment Roll by Clerk from Assessor
8. Review the Assessment Roll and Perform Statutory Duties:
 - Examine the roll,
 - Correct description or calculation errors,
 - Add omitted property, and
 - Eliminate double assessed property
9. Discussion/Action – certify all corrections of error under state law(sec. 70.43, Wis Stats)
10. Discussion/Action – Verify with the assessor that the open book changes are included in the assessment roll.
11. During the first two hours, consideration of:
 - Waivers of the required 48-hour notice of intent to file an objection when there is good cause, Requests for waiver of the BOR hearing allowing the property owner an appeal directly to the circuit court, and Act on any other legally allowed/required Board of Review matters.
12. Review Notices of Intent to File Objection
13. Proceed to hear objections, if any and if proper notice/waivers given unless scheduled for another date.
14. Consider/act on scheduling additional Board of Review Dates, if needed.
15. Adjourn

Persons with disabilities who need accommodations to attend meetings should contact the Town Clerk/Treasurer's office by calling 262-642-5386 as soon as possible so that needs can be reasonably met. It is possible that members of and possibly a quorum of the members of the Town of East Troy Board may be in attendance. No action will be taken by the Town Board on Town Business. The only discussion and/or action that will be held during the above meeting is what is specifically referred to in this notice. Agenda is subject to change 24 hours prior to the meeting.