

Agenda | June 15th, 2026 | 5:00 PM | Village Hall 2026 Board of Review (BOR) Reconvenes



NOTE: The May Board of Trustees meeting will convene immediately after the 2026 BOR first meeting recesses.

1. Call to Reconvene 2026 Board of Review
2. Roll Call
3. The Clerk verifies a recording device is working
4. Approval of the May 11th, 2026 BOR Minutes
5. Verify that the Village has an ordinance for confidentiality of income and expense information provided to the Assessor under state law (Wis. Stat. § 70.47(7)(af). See VNB Book of Ordinances Chapter 2.10(4)(d)
6. Review of new laws, if any.
7. Adoption of amendment to policy regarding the procedure for sworn telephone testimony and sworn written testimony.
8. Adoption of policy regarding the procedure for waiver of BOR hearing requests.
9. Filing and summary of Annual Assessment Report by the Village Assessor.
10. Receipt of the assessment roll by the Clerk from the Assessor.
11. Receive the Assessment Roll and sworn statements from the Clerk.
12. Review the Assessment Roll and perform statutory duties.
 - a. Examine the roll.
 - b. Correct descriptions or calculation errors.
 - c. Add omitted property, and
 - d. Eliminate double assessed property
13. Discussion/Action - Certify all corrections of errors under state law (Wis. Stat. § 70.43).
14. Discussion/Action - Verify with the Assessor that open book changes are included in the assessment roll.
15. Allow taxpayers to examine assessment data.
16. 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,
 - 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 or required BOR matters.
17. Review of Notices of Intents to File Objection received by 5 PM on June 12th, 2026
- a. Objection #1: Tax Parcel 161-04-23-33-050-000 Mellem: 116 S Vincennes Cir: Received 6/8/2026; Withdrawn via email on 6/11/2026.
 - b. Objection #2: Tax Parcel 161004-23-33-081-000 Henshaw: 3523 N Main St: Received 6/11/2026; Withdrawn via email on 6/12/2026.
 - c. Objection #3: Tax Parcel 161-04-23-33-001-000 Papes/McBain: 3715 N Main St: Received 6/11/2026
18. Proceed to hear objections, if any and if property notice/waivers given, unless scheduled for another date.
- a. Papes/McBain 3715 N Main St: Tax Parcel 161-04-23-33-001-000
19. Consider/act on scheduling additional BOR Date(s).
20. Adjourn (to future date if necessary).