

TOWN OF RIVERVIEW
2023 Board of Review
August 17, 2023
10:00 am

The Town of Riverview Board of Review was called to order at 10:00 am on August 17, 2023 by Chairman Jim Zittlow. Present were Board Members Zittlow, VanZeeland, Szepanski, Clerk Hartman, Alternate member, Matt Connell and Assessor Paul Denor.

Notice of Board of Review was posted on the website, Town Hall Notice board, PO notice board and Recycle Center Notice board by Hartman and the Crooked Lake Community Center by Zittlow. Notices were posted on March 23, 2023 for the Meeting to Adjourn due to incomplete tax roll. (April 25th) and again April 25th for this meeting. The notice was also published in the paper on June 28, 2023.

Van Zeeland made a motion to appoint Zittlow as Chairperson of Board of Review. Szepanski made the 2nd, Unanimous Approval. Zittlow made a motion to appoint VanZeeland Vice Chairman, Szepanski 2nd the motion carried.

Certificate of Training for Board Members Zittlow, VanZeeland, Szepanski and Hartman are on file with the State. The training date was April 21, 2023.

Confidentiality of Income and Expenses Ordinance was presented along with the Alternate Ordinance. The Ordinance Chapter 7 Section VI was revised to read “not less than \$100 nor more than \$500” where there were blanks. A motion was made to accept the changes by VanZeeland, 2nd by Szepanski, motion carried. Zittlow made a motion that Ordinance Chapter 26 will remain “as is” but Chapter 6 (by the same name) will be archived because the Ordinance for Appointing members for Board of Review was duplicated. The motion was 2nd VanZeeland, motion carried.

New Laws were discussed. Every year at least one Board of Review members needs to be trained. Next year Personal Property will be eliminated.

The Adoption of policy regarding the procedure for sworn telephone testimony and written testimony along with the waiver of BOR Hearing Request was briefly discussed and it was decided that there will be no Policy for Telephone Testimony or a Waiver for BOR Hearing Requests.

Open Book was held Aug 7th (1-3pm) and Aug 10th (10-noon). No taxpayers appeared. All taxpayers who called were satisfied with the answers to their questions. No Objections were filed, or appointments made within the proper time. All changes to the roll have been updated by our assessor. There were no Sworn Statements or Hearing Requests presented.

The Assessment Roll was verified, and the Assessor did sign the affidavit.

At 12pm, Zittlow closed and adjourned the meeting. The Statement of Assessment authorization was filled out and filed with Oconto County.

Respectfully submitted.

Beth Hartman, Clerk, Town of Riverview
August 19, 2023