



# Town of Centerville

Manitowoc County

Web Address: <http://townofcenterville.us>

e-mail: [Centerville@tds.net](mailto:Centerville@tds.net)

## Town of Centerville Board of Review

**DATE:** Tuesday, May 10, 2022

**TIME:** 5:00 P.M.

**LOCATION:** Lakeshore Technical College, Manitowoc Training Room

### AGENDA:

1. Call to Order
2. Roll Call
3. Confirmation of appropriate BOR and Open Meeting Notices.
4. Select Chairman for BOR
5. Select Vice-Chairman for BOR
6. Verify a member has met the mandatory training requirements
7. Review the new laws
8. Filing and summary of Annual Assessment Report by the Assessor
9. Receipt of the Assessment Roll by clerk from the Assessor
10. Receive the Assessment Roll and sworn statements from the Clerk
11. Receive Assessment Roll and Perform Statutory Duties:
  - a. Examine the roll
  - b. Correct description r calculation errors.
  - c. Add omitted property
  - d. Eliminate double assessed property
12. Discussion/Action – Certify all corrections of error under state law (Wis. Stat. 70.43).
13. Discussion/Action – Verify with the assessor that open book changes are included in the assessment roll.
14. Allow taxpayers to examine assessment data
15. During the first two hours, consideration of:
  - a. Waivers of the required 48-hour noticed of intent to file an objection when there is good cause
  - b. Requests for BOR hearing waiver to allow property owner an appeal directly to circuit court
  - c. Requests to testify by telephone or submit sworn written statements
  - d. Subpoena requests
  - e. Act on any other legally allowed/required Board of Review matters
16. Review Notices of intent to File Objections
17. Proceed to hear objections
18. Consider/act on scheduling additional BOR Dates
19. Adjourn

*Persons with disabilities who need accommodations to attend the meeting should contact the Town Clerk's Office at 758-2720 as soon as possible so needs can be reasonably met.*

Affidavit of Posting: 5/2/2022

Locations: Bulletin Boards at Schmidt Excavating, Inc and Town Website- townofcenterville.us

By: Paulette Vogt, Town Clerk