

**ANNUAL MEETING OF THE BOARD OF REVIEW
VILLAGE OF HARRISON (CALUMET COUNTY, WISCONSIN)**

DATE: August 23, 2022

TIME: 10:30AM

PLACE: HARRISON MUNICIPAL BUILDING
W5298 STATE ROAD 114
HARRISON, WI 54952

MEMBERS: Allison Blackmer, Julene Baldwin, Darlene Bartlein, Mike Brantmeier, Scott Handschke, Matt Lancaster, Mark Van Hefty, and *Vicki Tessen

1. Call to order at 10:00am
2. Roll call
3. Confirmation of appropriate Board of Review and Open Meetings notices
4. Elect Chairperson for the Annual Board of Review
5. Elect a Vice-Chairperson for the Annual Board of Review
6. Verify that a member has met the mandatory training requirements
7. Approve Minutes from prior BOR meetings
8. Verify that the Village has an ordinance for the confidentiality of income and expense information provided to the assessor under state law (V13-04)
9. Filing and summary of 2022 Annual Assessment Report/Roll by Accurate Appraisal
10. Review the Assessment Roll and Perform Statutory Duties:
 - Examine the Roll
 - Correct Description or Calculation Errors
 - Add Omitted Property
 - Eliminate Double Assessed Property
11. Discussion/Action – Verify with the assessor that Open Book changes are included in the Assessment Roll
12. Review Notices of Intent to File Objection (if any)
13. Hear cases for all Property Assessment Objection Forms filed (if any)
14. Consider cases for Property Assessment Objection Forms filed at the Board of Review (waive 48-hour notice)
15. Consider/act on scheduling additional Board of Review Date(s)
16. Adjournment

*non-voting member