

Village of Waterford
BOARD OF REVIEW MINUTES
April 26, 2023

Board of Review Members

Don Houston
Tamara Pollnow
Troy McReynolds
Rachel Ladewig

Staff

Dan McHugh, -Affiliated Property Evaluation Services, LLC

Absent – Don Houston

1. Call to Order - The meeting was called to order by Ladewig at 3:00 p.m. on April 26, 2023.
 - a. Roll Call - Tamara Pollnow, Troy McReynolds, Rachel Ladewig and Assessor Dan McHugh. Don Houston was absent.
2. Ladewig verified that the Board of Review notice requirement for this meeting was met and the affidavit is in the packet.
3. Election of Chairperson - Motion made by McReynolds, to select Pollnow as chairperson, seconded by Ladewig. All aye. Motion Carried.
4. Verification of Mandatory Training - Ladewig verified that at least one member took the mandatory training via the UW Extension training video – Troy McReynolds took the training on 4/20/23. Affidavits are on file.
5. Verification of Confidentiality Ordinance – Ladewig verified that Village’s Confidentiality Ordinance #390 was adopted on 2/28/2000 and was included in the BOR packet.
6. Adoption of Policies – Ladewig stated the Village’s Policy on Procedure for Waiver of Board of Review Hearing Request was included in the BOR packet for review. There were no questions on the policy.
7. Adoption of Policies – Ladewig stated the Village’s Policy for Sworn Telephone or Sworn Written Testimony Requests was included in the BOR packet for review. There were no questions on the policy. Both these policies were approved at the 2015 Board of Review Meeting.
8. Assessor – 2023 Assessment Update - Dan McHugh gave a brief review on what is happening in the current market and what to expect during the next board of review meeting in July. McHugh stated the property values increased by about 10% across the board in 2023 so he expects we may have some objections.
9. New Business – Ladewig stated there are no new laws but the most recent change is that one BOR member must take the training each year before the first meeting. McHugh stated it is better that at least two members certify each year.
10. Adjourn – Ladewig motioned to adjourn the meeting until July 12th @ 10:00 AM, seconded by McReynolds. The meeting was adjourned at 3:08 PM.

Submitted by
Rachel Ladewig, Clerk