

**Village of Colfax
Board of Review
Agenda
Thursday, May 31, 2018
Village Hall
613 Main Street, Colfax WI
5:30 p.m. – 7:30 p.m. (earliest adjournment time)
(the Board may continue the meeting after 7:30 p.m. or
recess & reconvene if the number of assessment objections filed requires additional time)
As necessary, additional dates will be used to reconvene said meeting
as determined by the Board of Review**

1. Call Board of Review to Order
2. Roll Call
3. Confirmation of Board of Review and Open Meeting notices.
4. Select a Chairman for Board of Review
5. Select a Vice-Chairman for Board of Review
6. Mandatory Training Requirement has been met – Carey Davis & Lynn Niggemann
7. Swear in the Assessor
8. Assessor's Affidavit
9. Hearings of any written objections
10. Other matters properly before the Board
11. Adjourn

NOTICE THAT THE 2018 ASSESSMENT ROLL IS OPEN FOR EXAMINATION AND OPEN BOOK
Village of Colfax, Dunn County

Pursuant to s. 70.45, Wis. Stats. the assessment roll for the Year 2018 assessment will be open for examination starting on the 24th day of May, 2018 through the 31st day of May during regular business hours, 8:00 a.m. to 4:00 p.m., Monday through Friday.

Additionally, the assessor shall be available on the 24th day of May, 2018 at the Village Hall, 613 Main Street, Colfax, WI from 4:00 p.m. to 6:00 p.m.

Instructional material will be provided at the open book to persons who wish to object to valuation under s. 70.47, Wis. Stats.

NOTICE OF BOARD OF REVIEW MEETING

The Board of Review will meet on the 31st day of May, 2018 from 5:30 p.m. to 7:30 p.m. at Village Hall, 613 Main Street, Colfax, WI, Dunn County for the purpose of calling the Board of Review into session during the forty-five day period beginning on the 4th Monday of April, pursuant to s. 70.47 (1), Wis. Stats.

Pursuant to s.70.47 (2), Wis. Stats.:

*No person shall be allowed to appear before the board of review, to testify to the board by telephone or to contest the amount of any assessment of real or personal property if the person has refused a reasonable written request by certified mail of the assessor to enter onto property to conduct an exterior view such property being assessed.

After the first meeting of the board of review and before the board's final adjournment, no person who is scheduled to appear before the board of review may contact, or provide information to, a member of the board about that person's objection except at a session of the board.

No person may appear before the board of review, testify to the board by telephone or contest the amount of any assessment unless, at least 48 hours before the first meeting of the board or at least 48 hours before the objection is heard if the objection is allowed under sec. 70.47 (3) (a), that person provides to the clerk of the board of review notice as to whether the person will ask for removal under sec. 70.47 (6m) (a) and if so which member will be removed and the person's reasonable estimate of the length of time that the hearing will take.

When appearing before the board, the person shall specify, in writing, the person's estimate of the value of the land and of the improvements that are the subject of the person's objection and specify the information that the person used to arrive at that estimate.

No person may appear before the board of review, testify to the board by telephone or object to a valuation; if that valuation was made by the assessor or the objector using the income method; unless the person supplies to the assessor all of the information about income and expenses, as specified in the manual under s. 73.03 (2a), that the assessor requests. The municipality or county shall provide by ordinance for the confidentiality of information about income and expenses that is provided to the assessor under this paragraph and shall provide exceptions for persons using the information in the discharge of duties imposed by law or of the duties of their office or by order of a court. The information that is provided under this paragraph, unless a court determines that it is inaccurate, is not subject to the right of inspection and copying under s. 19.35 (1).

Notice is hereby given this 2nd day of May, 2018 by:
Lynn M. Niggemann, Village Administrator-Clerk-Treasurer

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