

**VILLAGE OF WESTFIELD BOARD OF REVIEW
MARQUETTE COUNTY, WI**

NOTICE IS HEREBY GIVEN that the Board of Review of the Village of Westfield will meet on **Wednesday, May 14th, 2025 from 12:00 am – 2:00 pm**, at the Westfield Municipal Building, 129 E. 3rd St., Westfield, WI. 53964

AGENDA

1. Call Board of Review (BOR) to order.
2. Roll Call.
3. Confirmation of appropriate Board of Review and Open Meeting Notices.
4. Select a BOR Chairperson.
5. Select a BOR Vice-Chairperson.
6. Verify that at least one BOR member has met the annual mandatory training requirements.
7. Verify that the Village has an ordinance for the confidentiality of income and expense information provided to the Assessor under state law (Wis.Stat.§70.47(7)(af).
8. Review of new laws.
9. Adoption of amendment to policy regarding the procedure for sworn telephone testimony and sworn written testimony.
10. Adoption of policy regarding the procedure for waiver of BOR hearing requests.
11. Receipt of the assessment roll by the Clerk from the Assessor.
12. Receive the Assessment Roll and sworn statements from the Clerk.
13. Review the Assessment Roll and perform statutory duties:
 - a. Examine the roll,
 - b. Correct descriptions or calculation errors,
 - c. Add omitted property, and
 - d. Eliminate double assessed property.
14. Discussion / Action – Certify all corrections of error under state law (Wis.Stat. §70.43).
15. Discussion / Action – Verify with the Assessor that open book changes are included in the assessment roll.
16. Allow Tax Payers to Examine Assessment Data
17. During the first two hours, consideration of:
 - a. Waivers of the required 48-hour notice of intent to file an objection when there is good cause,
 - b. Request for waiver of the BOR hearing allowing the property owner an appeal directly to the circuit court,
 - c. Requests to testify by telephone or submit a sworn written statement,
 - d. Subpoena requests, and
 - e. Act on any other legally allowed or required BOR matters.
18. Review Notices of Intent to File Objection
19. Proceed to Hear Objections (if any) and if proper notice/waivers given, unless scheduled for another date.
20. Consider / Act on Scheduling Additional Board of Review Date(s).
21. Adjourn (to future date, if necessary).

Posted: Westfield Municipal Building
Westfield Super Value
Ethel Everhard Memorial Library

Dated this **8th** day of **April, 2025**

Linda Quinn, Clerk / Treasurer
Village of Westfield