

Village of Edgar  
Board of Review Meeting Minutes  
June 5, 2024  
Edgar Village Hall

Call to Order/ Roll Call: The Board of Review Meeting was called to order by President Lepak at 6:02 p.m. Trustees Schueller, Schroeder-Schuett, Werner and Administrator Lopez were present. Butt, Streit and Apfelbeck – absent

Guests: Assessor Greg Schmitt were present

Agenda approval: Motion Schueller/Werner to approve the agenda as presented. All ayes. Motion carried.

Confirmation of appropriate BOR and Open Meeting notices: The BOR and Open Meeting notice were published according to law by being posted in three physical locations more than 15 days prior to the Open Book along with being published on the website and at the Department of Revenue website.

Select a Chairperson for BOR: Motion Schueller/Werner to designate Lepak as the Chairperson for the Board of Review. All ayes. Motion carried.

Select a BOR Vice-Chairperson: Motion Lepak/Werner to designate Schueller as the Vice-Chairperson for the Board of Review. All ayes. Motion carried.

Verify that a member has met the mandatory training requirement: It was stated that Lopez and the BOR Vice Chairperson Schueller has taken the mandatory training for the Board of. Affidavits of Training Participation is on file and was filed with the Department of Revenue.

Verify that the Village has an ordinance for the confidentiality of income and expense information provided to the assessor under state law (sec 70.47(7) (af): Village Ordinance – Chapter 5 Ethical Standards section 2-5-4 (dd) titled Disclosure of Data Collected by The Assessor, meets this requirement.

Review of new laws: In 2024 Personal Property is now exempt in Wisconsin. The Village will continue to be made whole by the State of Wisconsin in an aid payment.

Receive the Assessment Roll and sworn statements from the clerk: The Assessment Roll was received, and the affidavit was signed by both the Assessor and the Clerk.

Review the Assessment Roll and Perform Statutory Duties: The real estate and tax roll changes were read aloud; no corrections or calculation errors were found.

Certify all corrections or error under state law (Wi Stat 70.43): There were no corrections or errors found.

Verify with the assessor that Open Book changes are included in the assessment roll: There were no Open Book changes to be included in the assessment roll.

Allow taxpayers to examine assessment data: There were no taxpayers present to examine the assessment data.

Review Notices of Intent to File Objection: There were no Notices of Intent to File Objections filed.

Adjournment: Motioned by Schueller/Werner to adjourn. All ayes. Motioned carried. Meeting adjourned at 8:03 p.m.

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Terry Lepak  
Village President

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Jennifer Lopez  
Village Administrator