



# Village of Grantsburg

316 South Brad Street  
Grantsburg, WI 54840

## Board of Review

Tuesday, May 24, 2022 3:00 p.m. to 5:00 p.m.  
Village Office Building/Board Room  
316 South Brad Street

1. Call Board of Review to order.
2. Confirmation of appropriate Board of Review and Open Meetings notices.
3. Select a Chairperson for Board of Review
4. Select a Vice-Chairperson for Board of Review
5. Verify that a member has met the mandatory training requirements
6. Verify that the Village has an ordinance for the confidentiality of income and expense information provided to the assessor § 70.47(7)(af) Wis. Stats.
7. Filing and summary of Annual Assessment Report by Assessor's Office.
8. Receipt of the Assessment Roll by Clerk from the Assessor.
9. Receive the Assessment roll and sworn statements from the Clerk.
10. Review the Assessment Roll and Perform Statutory Duties
12. Discussion/Action: Certify all corrections of error § 70.43, Wis. Stats.
13. Discussion/Action: Verify with the assessor that open book changes are included in the assessment roll.
14. Allow taxpayers to examine assessment data.
15. During the first two hours, consideration of:
  - Waivers of the required 48-hour notice of intent to file an objection when there is good cause,
  - Requests for waiver of the BOR hearing allowing the property owner an appeal directly to circuit court,
  - Requests to testify by telephone or submit sworn written statement,
  - Subpoena requests, and Act on any other legally allowed/required Board of Review matters.
  - Review Notices of Intent to File Objection.
  - Proceed to hear objections, if any and if proper notice/waivers given unless scheduled for another date.
  - Consider/act on scheduling additional Board of Review Date(s).
16. Adjourn (to future date if necessary).

Prepared by Sheila Meyer, Clerk/Treasurer

Posted: May 23, 2022 Village of Grantsburg website [www.grantsburgwi.com](http://www.grantsburgwi.com); Village Office 316 S Brad Street;  
Community Center 315 S Robert Street; Post Office 201 N Pine Street