

# TOWN OF CLAYTON

## Board of Review

### Meeting Minutes

Tuesday, May 25, 2021

10:30 a.m. – 12:30 p.m.

Town Office Meeting Room, 8348 County Road T, Larsen, WI 54947

---

#### I. Call to Order:

##### A. Notice Verification, Roll

1. Town Board Chairman Geise called the meeting to order at 10:00 a.m.
2. Pledge of Allegiance recited
3. Verification of Notice
4. Roll

##### a. Board of Supervisors

Chair Geise	PRESENT
Supervisor Lettau	PRESENT
Supervisor Grundman	PRESENT
Supervisor Wisniewski	EXCUSED
Supervisor Reif	PRESENT (Arrived 11:23 am)

##### b. Staff

Administrator Straw	PRESENT
Clerk Stevens	PRESENT
Town Assessor Mack	PRESENT

#### II. Select Board of Review Chairperson

##### **MOTION:**

**Town Board Chair Geise nominated Supervisor Lettau as Chairperson for Board of Review  
Nomination was seconded by Supervisor Grundman**

**Motion carried by unanimous voice to approve Kay Lettau to be Chairperson of Board of Review**

#### III. Assessor Luke Mack, Associated Appraisal Consultants, Inc. turned over CY 2021 Assessment Roll for the Clerk to sign.

- Mr. Mack discussed the following topics with members of the Board:
  - Town of Clayton performed a full (100%) revaluation
  - Change in Assessment Letters were mailed April 27, 2021
  - Open Book was held May 7, 2021
  - Due to continued Covid-19 pandemic conditions, Open Book was primarily conducted via phone with a few office appointments and a few site visits up to 48 hours prior to convening of the Board of Review.
  - Average assessment increased just under 10 percent
  - Valuation total is \$552,444,500 including personal property but without the Manufacturing assessment

- Mr. Mack reported one error in assessment was found during open book—Bill Lynch, 2961 W Shady Lane. The square footage of the second story was over calculated. Corrected value from \$507,300 (2020) to \$468,800 (2021) resulting in a refund of \$687.83 which will go through the charge back process.

The Board of Review reviewed the correction.

**MOTION:**

**Motion by Town Board Chair Geise**

**Second by Supervisor Grundman**

**Motion to certify the correction and the request for change as presented.**

**Motion carried unanimously.**

**IV. Property Assessment Hearings as Scheduled**

- No objections met the 48-hour deadline.

**MOTION:**

**Motion by Town Board Chair Geise**

**Second by Supervisor Grundman**

**Motion to Recess at 10:39 a.m.**

**Motion carried by unanimous voice vote**

**MOTION:**

**Motion by Town Board Chair Geise**

**Second by Supervisor Grundman**

**Motion to return from recess at 11:00 a.m.**

**Motion carried by unanimous voice vote**

- Ron Hawkinson, 8879 Clayton Ave, made a request to ask questions regarding his assessment.
- The Board explained Mr. Hawkinson did not meet the required deadline to file an intent to object with the Clerk 48-hours prior to the meeting.
- Mr. Hawkinson explained he did not realize there was a deadline but he felt the assessment was too high.
- The Board explained that Assessor is assumed to be correct unless there is a preponderance of evidence showing otherwise.
- Mr. Hawkinson said he did not have any evidence to support his opinion of value.
- The Board explained the Assessor revalued all of the properties in the Town and the values are based on comparable sales which had occurred within the last 12-24 months.
- Mr. Hawkinson thanked the Board for hearing his concerns.

**NO ACTION TAKEN**

**MOTION:**

**Motion by Town Board Chair Geise**

**Second by Supervisor Grundman**

**Motion to Recess at 11:13 a.m.**

**Motion carried by unanimous voice vote**

**MOTION:**

**Motion by Town Board Chair Geise**

**Second by Supervisor Grundman**

**Motion to return from recess at 11:46 a.m.**

**Motion carried by unanimous voice vote**

- Matteo Sollena, 9639 Clayton Ave, made a request to ask questions regarding his assessment.
- The Board explained Mr. Sollena did not meet the required deadline to file an intent to object with the Clerk 48-hours prior to the meeting.
- Mr. Sollena explained he did not realize there was a deadline but he felt the assessment was too high.
- The Board explained that Assessor is assumed to be correct unless there is a preponderance of evidence showing otherwise.
- Mr. Sollena said he did not have any evidence to support his opinion of value however, his value was increased by \$20,000 in 2020 and now in 2021 by another \$46,400. He asked how often the Town revalues properties.
- The Board explained the Assessor revalued all of the properties in the Town this year and is performing full revaluations every other year in order to maintain compliance with the required State standards.
- Mr. Mack asked Mr. Sollena if he thinks he could sell his home for \$468,000 which is the assessed value of his home.
- Mr. Sollena said he could likely sell the home for that price but did not intend to do so.
- Mr. Mack explained the increase in assessed value does not necessary equate to a proportionate increase in taxes—the tax levy is spread over the full value of the Town and often times the taxes are not impacted significantly
- Mr. Sollena thanked the Board for hearing his concerns.

**MOTION:**

**Motion by Town Board Chair Geise**

**Second by Supervisor Grundman**

**Motion to Recess at 11:55 a.m.**

**Motion carried by unanimous voice vote**

**MOTION:**

**Motion by Town Board Chair Geise**

**Second by Supervisor Reif**

**Motion to return from recess at 12:28 p.m.**

**Motion carried by unanimous voice vote**

- Assessor Mack provided the signed Assessor's Affidavit to the Clerk.

**MOTION:**

**Motion by Town Board Chair Geise**

**Second by Supervisor Grundman**

**Motion to accept the Assessors Roll for 2021**

**Motion carried by unanimous voice vote**

V. Adjournment

**MOTION:**

**Motion by Supervisor Grundman**

**Second by Board of Review Chair Lettau**

**Motion to adjourn at 12:30 p.m.**

**Motion carried by unanimous voice vote**

Respectfully submitted,  
Holly Stevens, Clerk