

TOWN OF CLAYTON

Board of Review

Meeting Minutes

10:00 A.M. – 12:00 NOON on Tuesday, May 21, 2019

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 10:10 a.m.
2. Pledge of Allegiance recited
3. Verification of Notice
4. Roll

a. Board of Supervisors

Chair Geise	PRESENT
Supervisor Lettau	EXCUSED
Supervisor Grundman	PRESENT (Arrived 10:12 am)
Supervisor Schmidt	PRESENT
Supervisor Reif	PRESENT

b. Staff

Administrator Johnston	PRESENT
Clerk Stevens	PRESENT
Town Assessor Mack	PRESENT

II. Select Board of Review Chairperson

MOTION:

Town Board Chair Geise nominated Supervisor Schmidt as Chairperson for Board of Review
 Nomination was seconded by Supervisor Reif
 Motion carried by unanimous voice to approve Ann Schmidt to be Chairperson of Board of Review

III. Assessor Luke Mack, Associated Appraisal Consultants, Inc. turned over CY 2019 Assessment Roll for the Clerk to sign.

- Mr. Mack discussed the following topics with members of the Board:
 - Town of Clayton performed an Interim Market Update
 - Change in Assessment Letters were mailed April 18, 2019
 - Open Book was held May 3, 2019
 - Approximately 30 appointments addressed at Open Book
 - Valuation total is \$491,985,600; Total including manufacturing is approximately \$550,000,000

IV. Property Assessment Hearings as Scheduled

- No objections met the 48-hour deadline.

MOTION:

Motion by Board of Review Chair Schmidt
Second by Town Board Chair Geise
Motion to Recess at 10:26 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 12:05 p.m.
Motion carried by unanimous voice vote

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

MOTION:

Motion by Supervisor Grundman
Second by Town Board Chair Geise
Motion to accept the Assessors Roll for 2019
Motion carried by unanimous voice vote

V. Adjournment – 12:10 p.m.

MOTION:

Board of Review Chair Schmidt made a motion to adjourn sine die.
Second by Supervisor Grundman
Motion carried by unanimous voice vote to adjourn sine die.

Respectfully submitted,
Holly Stevens, Clerk