

It is expected that a Quorum of the Personnel Committee, Board of Public Works, Administration Committee and Common Council will be attending this meeting: (although it is not expected that any official action of any of those bodies will be taken)

**CITY OF MENASHA
BOARD OF REVIEW
Third Floor Council Chambers
140 Main Street, Menasha
August 1, 2013
10:00 AM**

AGENDA

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
- C. ACTION ITEMS
 - 1. [Approve Minutes of June 11, 2013](#)
 - 2. Clerk's Report – Posting of Board of Review Notification
 - 3. City Attorney – Review role of Board of Review
 - 4. Examine Assessor's Roll
 - 5. Hearing Objections, Review, Board Determinations
 - 6. Approve Minutes of August 1, 2013
- D. ADJOURNMENT – Sine Die

§70.47(3)(a) The Board shall be in session for at least 2 hours for taxpayers to appear and examine the assessment roll and other assessment data.

"Menasha is committed to its diverse population. Our Non-English speaking population and those with disabilities are invited to contact the Menasha City Clerk at 967-3603 24-hours in advance of the meeting for the City to arrange special accommodations."

CITY OF MENASHA
BOARD OF REVIEW
Third Floor Council Chambers
140 Main Street, Menasha
June 11, 2013
MINUTES

A. CALL TO ORDER

Meeting called to order by Clerk Galeazzi at 10:00 a.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Commissioners Kordus, Nichols, Rudolph, Zelinski

EXCUSED: Commissioner Eckrich

ALSO PRESENT: Dpty Treasurer Sassman, Clerk Galeazzi

C. ACTION ITEMS

1. Select Chairman

Clerk Galeazzi opened the floor for nominations for Chairman

Moved by Comm. Rudolph, seconded by Comm. Zielinski to nominate Comm. Eckrich as Chairman.

Having no other nominations, moved by Comm. Zielinski, seconded by Comm. Kordus to close nominations.

Motion carried on voice vote.

Motion carried on voice vote to select Comm. Eckrich as Chairman

2. Select Vice-Chairman

Clerk Galeazzi opened the floor for nominations for Vice-Chairman

Moved by Comm. Nichols, seconded by Comm. Zielinski to nominate Comm. Kordus as Vice-Chairman.

Having no other nominations, moved by Comm. Zielinski, seconded by Comm. Rudolph to close nominations.

Motion carried on voice vote.

Motion carried on voice vote to select Comm. Kordus as Vice-Chairman

Comm. Kordus conducted meeting.

3. Clerk's Report – Certification of Board Members & Date of Open Book

Clerk Galeazzi reported Comm. Zielinski attended training on June 11, 2013. He is now certified until 2015. Comm. Kordus will attend training at a later date. Comm. Nichols, Rudolph and Eckrich are certified until 2014

Open Book dates have been set for July 9, 9am-4pm and July 11, noon-8pm City Hall, 1st floor conference room.

4. Set date to Examine Assessment Roll and hear cases – Aug 1, 2013

Commissioners agreed to set Aug. 1, 2013 at 10:00 a.m. to Examine Assessment Roll and hear cases.

D. ADJOURNMENT

Moved by Comm. Zielinski, seconded by Comm. Rudolph to adjourn at 10:10 am until Aug 1, 2013.

Motion carried on voice vote.

Respectfully submitted by Deborah A. Galeazzi, WCMC, City Clerk