

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
First Floor Conference Room 133
100 Main Street, Menasha
May 24, 2018
10:00 AM**

AGENDA

- A. CALL TO ORDER
- B. PLEDGE OF ALLEGENCE
- C. ROLL CALL/EXCUSED ABSENCES
- D. ACTION ITEMS
 - 1. Select Chairman
 - 2. Select Vice-Chairman
 - 3. Approve Minutes of May 25, 2017
 - 4. Clerk's Report – Posting of Board of Review Notification
 - 5. Examine Assessor's Roll
 - 6. Hearing Objections, Review, Board Determinations
- E. 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
May 25, 2017
MINUTES

A. CALL TO ORDER

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

B. PLEDGE OF ALLEGENCE

Pledge of Allegiance was recited.

C. ROLL CALL/EXCUSED ABSENCES

PRESENT: Commissioners Keil, Nichols, Rudolph, Stoffel, Zielinski

EXCUSED: Commissioner Eckrich

ALSO PRESENT: CA Captain, Assessor Luke Mack, FM Sassman, Court Reporter Nan Casper, Clerk Galeazzi,

D. ACTION ITEMS

1. Select Chairman

Clerk Galeazzi opened the floor for nominations for Chairman.

Moved by Comm. Keil seconded by Comm. Nichols to nominate Comm. Rudolph as Chairman.

Having no other nominations, Comm. Zielinski moved to close nominations and cast unanimous ballot for Comm. Rudolph as Chairman.

2. Select Vice-Chairman

Chairman Rudolph opened the floor for nominations for Vice-Chairman.

Moved by Comm. Keil seconded by Comm. Rudolph to nominate Comm. Nichols as Vice-Chairman.

Having no other nominations, Comm. Zielinski moved to close nominations and cast unanimous ballot for Comm. Nichols as Vice-Chairman.

3. [Approve Minutes of May 26, 2016](#)

Moved by Comm. Keil seconded by Comm. Stoffel to approve minutes.

Motion carried on voice vote.

4. Clerk's Report – Posting of Board of Review Notification

Clerk Galeazzi reported assessment rolls have been received and signed by Clerk and Assessor. Open Book and Board of Review notices were published in the Post Crescent in accordance with State Statute. Notices were also posted in four different places within the City, including City Hall. Commissioners Zielinski and Eckrich attended training and are certified for 2 years.

5. Examine Assessor's Roll

Commissioners examined Assessor's rolls. General questions were asked of the Assessor.

6. Hearing Objections, Review, Board Determinations

In accordance with Wisconsin State Statute §70.47(3)(a) the Board of Review was in session for 2 hours. No objections were filed. No one appeared. No cases were heard.

E. ADJOURNMENT – Sine Die

Moved by Comm. Zielinski seconded by Comm. Stoffel to adjourn sine die at 12:03 p.m.
Motion carried on voice vote.

Deborah A. Galeazzi, WCMC
City Clerk