



# City of Manitowoc

900 Quay Street  
Manitowoc, WI 54220  
www.manitowoc.org

## Meeting Minutes

### Board of Review

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Wednesday, May 24, 2017

4:15 PM

Common Council Chambers

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#### A. Call to Order

The Board of Review was called to order at 4:15 p.m. with public notice given in accordance with Wisconsin Statutes.

A resolution was adopted by the Common Council on October 6, 1980, providing that the Board of Review shall meet in the Council Chambers or in such other room in City Hall that may be available, providing that notice of the meeting in such room is posted on the door to the Council Chambers prior to the meeting.

An ordinance was adopted by the Common Council on May 16, 1994, and published on May 18, 1994, to reduce the size of the Board of Review from eight members to seven members, thereby reducing a quorum from five to four members.

An ordinance was adopted by the Common Council on May 15, 1995, providing that the Board shall be composed of the Mayor, City Clerk and five members of the Common Council to be appointed by the Mayor. The Mayor may appoint up to five additional members of the Common Council as alternates to serve in the event of the unavailability of any member.

#### B. Roll Call

Also present was City Attorney Kathleen McDaniel, Ryan Wilson of Accurate Appraisal, Assessor, and Deputy City Clerk Deborah Neuser.

**Present:** 6 - Kummer, Brey, Czekala, Sitkiewitz, Nickels and Hudon

(Wisconsin State Statutes allows property owners to request to have a Board member(s) removed as detailed therein and requires that the Board of Review be in session no less than two hours at their first session.)

#### C. Election of Chair and Vice-Chair

Mayor Nickels proceeded with nominations for Chairperson and Vice-Chairperson of the Board. Moved by Alderperson Brey, seconded by Alderperson Kummer, and unanimously carried to nominate Mayor Nickels as Chairperson of the Board and to close nominations and cast a unanimous ballot. There being no further nominations, Mayor Nickels was declared appointed as Chairperson. Ayes, 6. Nays, none.

Moved by Alderperson Kummer, seconded by Alderperson Sitkiewitz, and unanimously carried to nominate Alderperson Brey as Vice-Chairperson, and to close nominations and cast a unanimous ballot. There being no further nominations, Alderperson Brey was declared appointed as Vice-Chairperson. Ayes, 6. Nays, none.

City Clerk Hudon administered Oaths of Office for Board members, Jim Brey, Steven Czekala, Justin M. Nickels, Lee Kummer, and Eric Sitkiewitz along with Ryan Wilson of Accurate Appraisal.

City Clerk reported that Wisconsin State Statutes require that a member of the Board attend a training session. City Clerk Hudon attended the required Board of Review training on May 6, 2016, and an affidavit is on file with the 2017 Board of Review matters. Deputy City Clerk Deborah Neuser attended the required Board of Review training on May 19, 2017, and an affidavit is on file with the 2017 Board of Review matters.

#### **E. Adjourn to August 29, 2017 at 5:30 p.m.**

**Moved by Hudon, seconded by Kummer, that this meeting be adjourned to August 29, 2017 at 5:30 p.m. The motion carried by the following vote:**

**Aye:** 6 - Kummer, Brey, Czekala, Sitkiewitz, Nickels and Hudon