



# City of Manitowoc

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

## Meeting Minutes

### Board of Review

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Thursday, July 21, 2016

5:30 PM

Common Council Chambers

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**Board may recess from time to time until its business is completed.**

#### 1. Call to Order

The Board of Review was called to order at 5:30 p.m. with public notice given in accordance with Wisconsin Statutes.

#### 2. Roll Call

Also present were City Attorney Kathleen McDaniel, Assessor Mark Link of Tyler Tech and Deputy Clerk Deborah Neuser.

**Present:** 5 - Hudon, Howe, Able, Sladky and Brey

#### 3. Approval of Minutes

[16-0662](#) Minutes of Board of Review of May 28, 2015

**Attachments:** [minutes.pdf](#)

**Moved by Howe, seconded by Brey, that these Minutes be approved. The motion carried by the following vote:**

**Aye:** 5 - Hudon, Howe, Able, Sladky and Brey

#### 4. Discussion and Action Items

[16-0652](#) Notice of meeting published in Herald Times Reporter on May 8, 2016.

**Attachments:** [publication.pdf](#)

Proof of publication is on file with the 2016 Board of Review matters.

[16-0653](#) Board of Review member training affidavit - City Clerk Jennifer Hudon.

**Attachments:** [affidavit.pdf](#)

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 2016 Board of Review matters.

[16-0654](#) Public Notice of Meeting Posted on May 6, 2016

**Attachments:** [public notice.pdf](#)

City Clerk reported that public notices of this meeting were also posted on bulletin boards at City Hall, the Court House and Post Office on May 6, 2016, giving notice that the assessment rolls were completed and delivered to the City Clerk and will be open for examination according to law and that the Board of Review will meet on Thursday, July 21, 2016, from 5:30 P.M. to 7:30 P.M. (Affidavit for posting of notices, signed by City Clerk staff is on file with 2016 Board of Review matters.)

[16-0655](#) Assessor's Affidavit relative to completion of 2016 assessment roll.

**Attachments:** [16-0655.pdf](#)

The 2016 assessment rolls were completed and the Assessor's Affidavit attached thereto was completed by City Assessor Mark Link of Tyler Tech and subscribed and sworn to before City Clerk Jennifer Hudon.

City Clerk reported that it is the Board of Review's policy that the City Clerk will record and transcribe proceedings only if needed in the courts. It was the general consensus of the Board to confirm this procedure.

[16-0656](#) Attorney reviews role and duties of members of the Board of Review and procedures to be followed.

City Attorney Kathleen McDaniel explained the role and duties of members of the Board of Review and reviewed the procedures to be followed during the Board of Review meeting and answered questions. City Attorney reminded the Board that she represents the Board of Review and not the Assessor.

[16-0660](#) Request of Lynn Linne, Fredrikson & Byron PA, agent for Lowe's Home Centers LLC, for waiver of Board of Review Hearing relative to objection to assessment of parcel 835-101-666.

**Attachments:** [lowes.pdf](#)  
[clt.pdf](#)

**Moved by Sladky, seconded by Howe, that the waiver be granted. The motion carried by the following vote:**

**Aye:** 5 - Hudon, Howe, Able, Sladky and Brey

[16-0661](#) Request of Brendan Douylliez, Paradigm, agent for Menard, Inc., for waiver of Board of Review Hearing relative to objection to assessment of parcel 835-203-011.

**Attachments:** [16-0661.pdf](#)  
[16-0661clt.pdf](#)

**Moved by Brey, seconded by Sladky, that the waiver be granted. The motion carried by the following vote:**

**Aye:** 5 - Hudon, Howe, Able, Sladky and Brey

**16-0658** Assessor's Changes.**Attachments:** [16-0658.pdf](#)**Present:** 6 - Hudon, Howe, McMeans, Able, Sladky and Brey

City Assessor Mark Link read into the record an omitted building assessment for tax year 2015 relative to parcel 617-009-160: Corie B. & Jennifer M. Pusel, 2635 Red Fox Lane, Land \$52,700; Improvements \$209,900; Total \$262,600. Moved by Sladky, second by Howe, and unanimously carried by roll call vote to accept the Assessor's recommendation. Ayes, 6. Nays, none.

**16-0657** Report of Assessor relative to current level of assessment and reviews Uniform Standards regulating Assessors

City Assessor noted that the current level of assessment is approximately 102%. and answered questions.

**16-0659** Hear Objections to Assessments (Real and Personal Property)**Attachments:** [objection 1.pdf](#)

Mr. Ramminger arrived at 6:30 p.m. on behalf of Claire Olson. The Hearing for Objection No. 16-01 was scheduled for 5:45 p.m. City Clerk furnished Board members with copies of the written objection.

Property Owner: Claire A. Olson, 961 S. 29th St., Manitowoc, WI 54220. Agent: Richard J. Ramminger, 14215 Rokilio Rd., Kiel, WI 53042. Property Address: 961 S. 29th St.

City Assessor and Mr. Ramminger were sworn in by the City Clerk. Objection Form 16-01 was entered into the record for parcel 720-000-131 in the City of Manitowoc. Assessed valuation of this parcel is Land: \$92,800; Improvements: \$406,700 for a total of \$499,500. Per objection form, property owner believes the property should be assessed at \$388,000.

According to procedure the property owner shall be heard first.

Mr. Ramminger offered oral testimony before the Board, presented Exhibit 16-01-01 and answered questions.

City Assessor offered oral testimony and presented Exhibit 16-01-02 and answered questions.

Board deliberated on the testimony offered and based on the evidence provided, it was then moved by City Clerk Jennifer Hudon, seconded by Alderperson Jason Sladky, and unanimously carried on roll call vote to accept the Assessor's value as changed during this testimony as follows: Land: \$92,800; Improvements: \$307,500 for a total of \$400,300. Ayes, 6. Nays, none.

Notice of the Board of Review Determination was hand delivered to Mr. Ramminger. Owner will be notified by certified mail.

It was then moved by Alderperson Brey seconded by Alderperson Sladky, and unanimously carried to accept the roll, as amended. Ayes, 6. Nays, none.

## 5. Adjournment

**Moved by Sladky, seconded by McMeans, that this meeting be adjourn sine die at 7:40 p.m., the business of the Board of Review having been completed for the year 2016. The motion carried by the following vote:**

**Aye:** 6 - Hudon, Howe, McMeans, Able, Sladky and Brey