

**Town of Plover, Marathon County, Wisconsin
Board of Review Meeting (BOR)
180771 County Road Z, Birnamwood, WI 54414**

Wednesday, September 18, 2024, 5:00 p.m. - 7:00 p.m.

Agenda Items

1. Call Meeting to Order
2. Roll Call by Clerk and Confirmation of Appropriate BOR and Open Meetings Notices
3. Select a Chairperson for the BOR
4. Select a Vice-Chairperson for the BOR
5. Verify that a Least One BOR Member has Met the Mandatory Training Requirements
6. Filing and Summary of Annual Assessment Report (Including Level of Assessment) by Assessor
7. Receipt of Assessment Roll by Clerk from Assessor
8. Receive the Assessment Roll and Sworn Statement from the Clerk
9. Review the Assessment Roll and Perform Statutory Duties:
 - a. Examine the Roll,
 - b. Check Description for Calculation Errors,
 - c. Add Omitted Property, and
 - d. Eliminate Double Assessed Property.
10. Discussion/Action – Certify All Corrections of Error Under State Law (Wis. Stat. § 70.43)
11. Discussion/Action – Verify with the Assessor that Open Book Changes are Included in the Assessment Roll.
12. Allow Taxpayers to Examine Assessment Data.
13. During the First Two Hours, Consideration of:
 - a. Waivers of the required 48-hour notice of intent to file an objection when there is good cause,
 - b. Requests for waiver of the BOR hearing allowing the property owner an appeal directly to the circuit court,
 - c. Requests to testify by telephone or submit a sworn written statement,
 - d. Subpoena requests, and
 - e. Act on any other legally allowed or required BOR matters.
14. Review Notices of Intent to File Objection.
15. Proceed to Hear Objections, if any, and if Proper Notice/Waivers Given, Unless Scheduled for Another Date.
16. Consider/Act on Scheduling Additional BOR Date(s).

Adjourn (to Future Date if Necessary).

Valerie Parker, Town of Plover Clerk
230801 County Road Y
Birnamwood (Town of Plover), WI 54414
(715) 581-4603

vparkerplover@gmail.com

<https://townofplover.us/>