

TOWN OF RED CEDAR – BOARD OF REVIEW

Tuesday, May 19, 2026

Minutes

1. Call the Board of Review to order. At 5:00 p.m., the Board of Review was called to order by the Town Chairman, Bob Cook.
2. Roll call. Members present were Nick Berends, Erik Hendrickson, Deb Gotlibson, and Cheryl Miller (Clerk).
3. Confirmation of appropriate BOR Open Meetings notices. The required notices were posted on the town hall bulletin board and website on March 16, 2026 and April 30, 2026.
4. Select a Chairperson for BOR. *Motion by Erik Hendrickson to appoint Bob Cook at Chairman of the Board of Review; motion seconded by Nick Berends. None opposed. MC.*
5. Select a Vice Chairperson for BOR. *Motion by Erik Hendrickson to appoint Nick Berends as Vice Chair of the Board of Review; motion seconded by Bob Cook. None opposed. MC.*
6. Verify that at least one member has met the mandatory training requirements. Members present, Deb Gotlibson and Bob Cook, received mandatory training on March 16, 2026.
7. Verify that the Town has an ordinance for the confidentiality of income and expense information provided to the Assessor under state law (Wis. Stat. 70.47(7)(af)). The Town has Ordinance 2015-7 in effect.
8. Verify that the Town has an ordinance establishing procedures and criteria for allowing alternative forms of sworn testimony at BOR hearings. The Town has Ordinance 2015-8 in effect.
9. Review procedure for waiver of BOR hearing requests. Procedures were reviewed.
10. Filing and summary of Annual Assessment Report by Assessor's Office. The Assessor confirmed that the ARA was filed.
11. Receipt of the Assessment Roll by Clerk from the Assessor. The Clerk received the Assessment Roll from the Assessor.
12. Receive the Assessment Roll and sworn statements from the Clerk. The Clerk provided the assessment roll to the town board members present and affirmed that it was correct to the best of her knowledge and belief.
13. Review the Assessment Roll and perform statutory duties. The Town Board examined the roll. There were no corrections of descriptions or calculation errors. There were no omitted properties or double assessed properties.
(a) Examine the roll;
14. Certify all corrections of error under Wis. Stats. 70.43. There were no corrections of error.
15. Verify with the assessor that open book changes are included in the Assessment Roll and obtain assessment ratio for the town. There were no open book changes.
16. Allow taxpayers to examine assessment data. No taxpayers appeared. During the first two hours, there were no waivers of the required 48-hour notice, requests for waiver of the BOR hearing, requests to testify by telephone, or subpoena requests; therefore, no objections were heard and no further BOR dates were scheduled.
17. Adjourn. At 7:00 p.m., the Chairman, Bob Cook, adjourned the Board of Review without objection.

Cheryl Miller, Clerk

May 22, 2026