

BOARD OF REVIEW - MINUTES

July 11, 2023

At 6:00 p.m., Chairman Arndt called the meeting to order and noted compliance with the open meetings law.

Members Present: Arndt, Stanford, Mohar, Vlcek, Blackman (alternate)

Members Absent: Beard

Others Present: Assessor Jeff DeGroot

Moved by Mohar, second by Vlcek to adopt the minutes of the July 19, 2022 Board of Review meeting. Motion carried unanimously.

Moved by Mohar, second by Blackman to adopt the minutes of the May 15, 2023 Board of Review-Meet to Adjourn meeting. Motion carried unanimously.

Note: Stanford, Vlcek and Blackman are current on their Board of Review Training and are certified Board of Review members.

Note: Open Book was held on June 22, 2023 from 2:00 p.m. to 4:00 p.m.

Note: Instructional materials about the assessment and Board of Review procedures were provided to the Board.

Clerk Stanford swore in Assessor DeGroot and received the Official Oath and Assessor's Affidavit along with a copy of the preliminary assessment roll.

The members reviewed the assessment roll and performed statutory duties.

Clerk Stanford and Assessor DeGroot noted that neither had received any Notice of Intent to File Objections forms.

Moved by Warren, second by Vlcek of final adjournment of the 2023 Board of Review upon mailing of the Notice of Board of Review Determination. Motion carried unanimously.

At 8:00 p.m., it was moved by Stanford, second by Blackman, to adjourn. Motion carried unanimously.

Respectfully submitted,
Melissa Ryan, Clerk/Treasurer