



AGENDA  
BOARD OF REVIEW  
RICHFIELD VILLAGE HALL  
4128 HUBERTUS ROAD, HUBERTUS WISCONSIN  
MAY 23, 2016  
5:00 P.M.

1. Call Board of Review to Order
2. Verification of Compliance With Open Meeting Law
3. Roll Call
4. Approval of Meeting Minutes - July 21, 2015
5. Verify that the Village has an ordinance for the confidentiality of income and expense information and expense information provided to the assessor under state law (sec. 70.47(7)(af))
6. Review of new laws and update from Assessor's Office
7. Adjournment to July 19, 2016 at 5:00 P.M.

Additional explanation of items on the agenda (Communication Forms) can be found on the village's website at [www.richfieldwi.gov](http://www.richfieldwi.gov).

Notification of this meeting has been posted in accordance with the Open Meeting Laws of the State of Wisconsin. It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information; no action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice.

Requests from persons with disabilities who need assistance to participate in this meeting or hearing should be made to the Village Clerk's office at 628-2260 or [www.richfieldwi.gov](http://www.richfieldwi.gov) with as much advance notice as possible.

**Village of Richfield  
4128 Hubertus Road  
Board of Review Meeting Minutes July 21, 2015  
5:00 pm**

**1. Call to Order/Roll Call**

The meeting was called to order by Co-Chairperson Voss at 5:08 pm.

Present: Co-Chairperson/Trustee Sandy Voss, Rick Hillmann, Thomas Lechner, and Sandy Stuetgen.

Also present: Deputy Clerk Laura Johnson and Associated Appraisal Project Manager Dean Peters

Chairperson Carol Robinson arrived at 5:12 pm.

**2. Verification of Compliance With Open Meeting Law**

Deputy Clerk Johnson verified that the meeting was posted per statute at three local post offices and the Village Hall. Digital copies of the agenda were sent to the West Bend Daily News, Germantown Express News, Hartford Times Press, and the Milwaukee Journal Sentinel.

**3. Pledge of Allegiance**

**4. Approval of Minutes-Board of Review Meeting, June 3, 2015.**

Motion by Rick Hillmann to approve the minutes of the June 3, 2015 meeting; Seconded by Sandy Stuetgen. Motion carried unanimously.

**5. Verification of Training**

Chairwoman Robinson verified that one of the members received the mandatory training: Carol Robinson.

Dean Peters, stated for the record that the 2015 Assessment Roll is complete and offered it to the Board of Review members to review. All Board of Review members present reviewed the 2015 Assessment Roll.

**6. Discussion regarding new WI State Statutes relative to Board of Review**

Village Assessor Dean Peters explained and answered questions regarding Sworn Telephone or Written Testimony before Board of Review and Considering Request under Wis. Stats. 70.47(8m) to Waive a Board of Review Hearing.

**7. Deliberation of Cases**

None. Village Assessor Dean Peters discussed the assessment roll, review of assessment procedures, and answered questions of Board of Review members.

**8. Adjournment**

Motion by Sandy Voss, seconded by Rick Hillmann to adjourn at 7:08 p.m. Motion carried unanimously.

Respectfully submitted,

Laura Johnson  
Deputy Clerk