



**VILLAGE OF WEBSTER**

# BOARD OF REVIEW MEETING MINUTES

Monday, June 5, 2023 @ 3:00 p.m.  
Webster Community Center  
7421 Main Street West, Webster, WI

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- I. **CALL TO ORDER** – Trustee, Weis called the meeting to order at 3:00 p.m.
- II. **PRESENT** – Village President, Bill Summer; Trustees, Ed Dedman; Kelsey Gustafson; Tim Maloney; Matt Stuart; and Charlie Weis. Others Present: Steve Nordquist – North County Assessment Services and Clerk-Treasurer, Debra Doriott-Kuhnly. Absent: Trustee, Aaron Sears
- III. **PUBLIC NOTICE OF AGENDA, DELETIONS/CORRECTIONS** – There were no changes made at this time. Confirmed Board of Review and Open Meeting Notices were published and posted.
- IV. **SELECTION OF CHAIRPERSON AND VICE CHAIRPERSON** - Trustee, Dedman nominated Trustee, Weis as Chairperson; seconded by Trustee, Gustafson. **Motion carried 6-0.** Trustee, Weis nominated Trustee, Dedman as Vice Chair; seconded by Trustee, Gustafson. **Motion carried 6-0.**
- V. **VERIFICATION OF MEMBER MEETING THE MANDATORY TRAINING REQUIREMENTS SPECIFIED IN WIS. STATS. § 70.46(4)** –Village Trustee, Charlie Weis completed the mandatory training requirements and affidavit filed with the State.
- VI. **ORDINANCE, NEW LAWS AND POLICIES** – Clerk, Kuhnly verified the Village has Confidentiality of Information about Income and Expenses Information Ordinance and policies for sworn testimonies and procedure for waiver of BOR hearing requirements. Chairperson, Weis asked Steve if there are any new laws. Steve said there are no new laws.
- VII. **EXAMINATION OF ASSESSMENT ROLL** – Clerk, Kuhnly received the summary of Annual Assessment Report, Assessment Roll and Assessor Affidavit from Steve Nordquist. The board received the sworn statement and Assessment Roll from the Clerk. The Trustees then examined the Assessment Roll. There were no description or calculation errors, no omitted property and no open book changes.
- VIII. **CASES** – There were no taxpayers present nor cases.
- IX. **ADJOURNMENT.** Motion was made by Trustee, Stuart to adjourn the Board of Review Meeting at 5:00 p.m., seconded by Trustee, Dedman. **Motion carried 6-0.**

Respectfully submitted,  
*Debra Doriott-Kuhnly*

Clerk-Treasurer

June 5, 2023

\*\*\*These minutes are subject to approval at next month's Regular Meeting.