



Meeting: **Board of Review Meeting**  
Place: Village Board Room  
2456 Glendale Avenue  
Date/Time: **August 31, 2016**  
**5:00-7:00 p.m. (minimum)**  
Web Page: [www.villageofhoward.com](http://www.villageofhoward.com)

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**BOARD OF REVIEW MEMBERS**

Village President	Burt R. McIntyre	Trustee Wards 9&10	Jim Lemorande
Trustee Wards 1&2	Ron Bredael	Trustee Wards 11&12	Ray Suennen
Trustee Wards 3&4	Jim Widiger	Trustee Wards 13&14	Adam Lemorande
Trustee Wards 5&6	Cathy Hughes	Trustee Wards 15&16	Bob Strazishar
Trustee Wards 7&8	Mike Hoppe	Village Clerk	Christopher Haltom

**STAFF MEMBERS**

Administrator Paul Evert

Village Assessor Mike Denor

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1. **CALL TO ORDER**
2. **APPOINT CHAIRPERSON AND VICE-CHAIRPERSON**
3. **OATH OF OFFICE – VILLAGE ASSESSOR**
4. **ROLL CALL**
5. **PLEDGE OF ALLEGIANCE**
6. **APPROVE AGENDA**
7. **VERIFY THAT A MEMBER HAS MET THE MANDATORY TRAINING REQUIREMENTS OF S. 70.46 (4), WISCONSIN STATUTES** – (B. McIntyre, R. Bredael, M. Hoppe, J. Lemorande, A. Lemorande, B. Strazishar and C. Haltom attended Board of Review Training on May 18, 2016)
8. **VERIFY THAT THE ASSESSOR HAS SIGNED AFFIDAVIT AND TURNED THE ASSESSMENT ROLL OVER TO THE VILLAGE CLERK**
9. **EXAMINE ASSESSMENT ROLL, CORRECT ANY ERRORS, ADD OMITTED PROPERTY, ELIMINATE DOUBLE ASSESSED PROPERTY AND CERTIFY ALL CORRECTIONS OF ERRORS UNDER STATE LAW (S. 70.43 WISCONSIN STATUTES)**
10. **HOLD HEARINGS ON SUBMITTED APPEALS.** The following appeals have been submitted to the Clerk prior to the deadline of 48 hours prior to the scheduled meeting date. **Chairperson will outline the hearing procedures before proceeding with the first hearing.**
  - a. **5:05pm Hearing:** Appeal from Paradigm Tax Group/Debbie Pellegrino representing Menard Inc- **Clerk swear in witnesses and introduce the case**
    - i. Review and take action on Request to Testify by Telephone or Submit a Sworn Written Statement at the Board of Review
    - ii. Review and take action on Request for Waiver of Board of Review Hearing

- b. **5:15pm Hearing (or immediately following the 5:05pm hearing): Appeal from Robert Hill Law, LTD representing United Health Care Service/Inland American Green Bay – Clerk swear in witnesses and introduce the case**
  - i. Review and take action on Request for Waiver of Board of Review Hearing

**11. VERIFY THAT ALL APPEALS HAVE BEEN HEARD**

**12. DELIBERATIONS**

**13. ADJOURN, NO EARLIER THAN 7:00PM**

**ATTENTION BOARD MEMBERS:** If you are unable to attend this meeting, please contact Village Hall at 434-4640.

Any person wishing to attend the Village Board meeting but due to a disability requires a special accommodation should contact the Howard Village Hall (920/434-4640) two (2) business days prior to the meeting so arrangements can be made.