

TOWN OF SAND LAKE  
Board of Review  
Monday, April 29th, 2024  
5:00 – 7:00 p.m.

- Call to Order at 5:00 p.m. by Chairwoman Melanie Connor Johnson.
- Roll Call of Officers – All present.
- Public Notice – Public Notice of the meeting was made on March 19<sup>th</sup>, 2024.
- Verify at least one Board of Review Member has met the mandatory training requirements – Chairwoman Johnson was recorded in the DOR portal as certified on March 17<sup>th</sup>, 2024. Supervisor Kroll also certified.
- Verify 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)). Verified.
- Appoint Chairperson of Board of Review – Motion by Supervisor Kroll nominating Chairwoman Johnson as Chairperson of BOR, second by Supervisor Pardun. All in favor, motion carried.
- Appoint Vice Chairperson of Board of Review – Motion by Chairwoman Johnson nominating Supervisor Kroll as Vice Chairperson of BOR, second by Supervisor Pardun. All in favor, motion carried.
- Receipt of Assessment Roll by Clerk from Assessor – Sign Affidavit in Assessment Roll
- Assessor’s Annual Assessment Report – Per Assessor Bob Pardun, no longer required.
- Examination, correction of errors, and certification of corrections if warranted and acceptance of the 2024 assessment roll following a determination that open book changes are included in the assessment roll presented.
- Review notices of Intent to File Objection (if any): None filed with the clerk.
- Hearings on Objections filed (if any): None.
- Any Other Town Business – None.
- Adjournment at 7:00 p.m. by Chairwoman Johnson.