

**MINUTES
CITY OF LANCASTER
BOARD OF REVIEW MEETING
MAY 20, 2019
6:15 P.M.**

1. Call Meeting to Order

Mayor Varnam called meeting to order at 6:15 P.M.

2. Roll Call

Members present: Gruetzmacher, Rollins, Schmidt and Varnam

Members absent: Kurihara

3. Adjourn

Motion by Schmidt, second by Gruetzmacher to adjourn to a later date of July 8, 2019 at 10:00 A.M. Motion carried.

David A. Kurihara, City Clerk

**CITY OF LANCASTER
BOARD OF REVIEW MINUTES
JULY 8, 2019
10:00 A.M.**

1. Call Meeting to Order

Clerk Kurihara called the meeting to order at 10:00 A.M.

2. Roll Call

Members present were Mayor Varnam, Gruetzmacher, Rollins, Schmidt and Clerk Kurihara. Absent were none. Also present was Assessor Ben Crane.

3. Minutes

Motion by Varnam, second by Schmidt to approve Board of Review Minutes of 8-20-18 and 5-20-19. Motion carried.

4. Select a Chairperson and Vice-Chairperson

Motion by Varnam, second by Rollins to nominate Kurihara as Chairperson. Motion carried.

Motion by Schmidt, second by Gruetzmacher to nominate Varnam as Vice-Chairperson. Motion carried.

5. Verify that a member has met the mandatory training requirements

Clerk Kurihara verified he has met the mandatory training requirement specified in sec. 70.46 (4), Wisconsin Statutes.

6. Receive the assessment roll and sworn statement from the Clerk

Clerk Kurihara swore that the assessment roll has been received.

7. Examine roll and correct errors to 2019 assessment roll

Assessment Roll was reviewed for any errors or omissions.

8. Verify with assessor that open book changes have been included in the roll

Assessor Crane verified that open book changes are included in the assessment roll.

9. Hear and consider written objections to 2019 assessment roll

None

10. Adjourn

Motion by Schmidt, second by Gruetzmacher to adjourn meeting at 12:00 P.M. (Noon). Motion carried.

David A. Kurihara, City Clerk