

**MINUTES
CITY OF LANCASTER
BOARD OF REVIEW MEETING
JUNE 09, 2020
11:55 A.M.**

1. Call Meeting to Order

Clerk Kurihara called meeting to order at 11:55 A.M.

2. Roll Call

Members present: Kurihara, Schmidt and Varnam

Members absent: Pennekamp and Rollins

3. Adjourn

Motion by Varnam, second by Schmidt to adjourn to a later date of July 7, 2020 at 10:00 A.M. Motion carried.

David A. Kurihara, City Clerk

**CITY OF LANCASTER
BOARD OF REVIEW MINUTES
JULY 7, 2020
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, Pennekamp, Rollins, Schmidt and Clerk Kurihara.
Absent were none.

Also present was Assessor Ben Crane.

3. Minutes

Motion by Schmidt, second by Pennekamp to approve Board of Review Minutes of 7-8-19 and 6-9-20. Motion carried.

4. Select a Chairperson and Vice-Chairperson

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

Motion by Rollins, second by Varnam to nominate Pennekamp 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 2020 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 2020 assessment roll

None

10. Adjourn

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

David A. Kurihara, City Clerk