



**Board of Review
June 4, 2015
MINUTES**

Present: Members Baumann (9:05 AM.), Bersell (9:15 AM.), Chudnow, Evers, Franklin, Walerstein, Voeller, Deputy City Clerk Fochs, City Attorney Sajdak

Others Present: Rick Shneyder

The meeting was called to order at 9:00 AM.

1) Introduction of City Attorney Brian Sajdak

Attorney Sajdak introduced himself to the Board. He clarified statutes don't specify the attorney's role at Board of Review hearings. His participation will be to ensure a complete record in the event of an appeal.

2) Selection of Chairman and Vice Chairman

Moved by Member Baumann, seconded by Member Chudnow to elect Member Franklin as Chairman of the Board of Review. The motion passed upon roll call vote 6/0 with Baumann, Chudnow, Evers, Franklin, Walerstein and Voeller voting aye; none opposed.

Moved by Member Franklin, seconded by Member Walerstein to elect Member Baumann as Vice Chairman of the Board of Review. The motion passed upon roll call vote 6/0 with Baumann, Chudnow, Evers, Franklin, Walerstein and Voeller voting aye; none opposed.

3) Discussion regarding the procedure for sworn telephone or written requests

2013 Wis. Act 228 allows the Board of Review to accept sworn telephone or written testimony. Attorney Sajdak presented a draft procedure policy to the Board. Discussion ensued on 1) technological and procedural issues; 2) forms; 3) case-by-case Board voting, 4) the option of adopting any policy as an ordinance; and 5) proposed changes to the draft procedures.

The Board requested that the forms be included in each resident's packet and that this issue be reevaluated next year.

Moved by Member Evers, seconded by Member Chudnow to approve the procedures for sworn telephone or written testimony before the Board of Review. The motion passed upon roll call vote 4/1 with Baumann, Chudnow, Evers, Franklin voting aye; Voeller opposed.

4) Discussion regarding the procedure for waiver of Board of Review Hearing requests

2013 Wis. Act 228 allows the Board of Review to waive the hearing of an objector who may then bring their case directly to Circuit Court to be heard. Attorney Sajdak presented a draft procedure policy to the Board. Discussion ensued on 1) procedural issues, 2) timing of receipt of forms, 3) parties who can request a waiver, 4) when does the Board discuss waivers and 5) proposed changes to the draft procedures.

Moved by Member Chudnow, seconded by Member Evers to approve the procedure for considering requests to waive a Board of Review hearing. The motion passed upon roll call vote 4/1 with Baumann, Chudnow, Evers, Franklin voting aye; Voeller opposed.

Board requested that the forms be included in each resident's packet, and requests reevaluation of both new procedures next year.

5) Adjourn to next meeting July 9, 2015

Moved by Member Baumann, seconded by Member Evers to adjourn (10:50 AM). The motion passed by voice acclamation.

Respectfully submitted,
CITY OF MEQUON, BOARD OF REVIEW
Kathy Andrykowski, Administrative Assistant
Approved 10-22-15