



**CITY OF DELAFIELD  
MEETING MINUTES  
BOARD OF REVIEW**

*Members: Kent Atwell (Mayor), Wayne Dehn (Common Council President), Louise Crowley, Craig Heinze, Jeannine Sawall, Susie Thompson, Thomas Wolfenberger*

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Wednesday, May 19, 2021

4:00PM (Must be in session a minimum of 2 Hours)

City Hall, Council Chambers  
500 Genesee St.

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1. Call 2021 Board of Review to Order

Atwell called the Wednesday, May 19, 2021 Board of Review meeting to order at 4:00 P.M.

2. Roll Call

Present

Kent Attwell, Mayor

Wayne Dehn,

Louise Crowley

Jeanine Sawall

Susie Thompson

Thomas Wolfenberger

Molly Schneider, Clerk

Cal Magnan, Assessor

Absent

Craig Heinze

3. Confirmation of appropriate Board of Review and Open Meeting notices

The appropriate Board of Review and Open Meeting notices were placed in advance of this meeting and met the criteria for the State of Wisconsin. The notices were included in the epacket for this meeting as well as being recorded digitally and by video.

4. Select Chairperson for the Board of Review

**DEHN MOVED TO SELECT KENT ATTWELL AS CHAIRPERSON OF THE WEDNESDAY, MAY 20, 2021 BOARD OF REVIEW MEETING. SAWALL SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

5. Select Vice-Chairperson for the Board of Review

**CROWLEY MOVED TO SELECT WAYNE DEHN AS VICE - CHAIRPERSON OF THE WEDNESDAY, MAY 20, 2021 BOARD OF REVIEW MEETING. THOMPSON SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

6. Approval of minutes of the June 29, 2020 Board of Review.

**DEHN MOVED TO APPROVE THE JUNE 29, 2020 BOARD OF REVIEW AS PRESENTED. CROWLEY SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

7. Verify training requirements of members.

Training requirements for members were verified by the City Clerk and had been included in the epacket for this meeting. All training had been conducted by the State of Wisconsin deadline.

8. Verify the laws for confidentiality, phone testimony, and written testimony.

The phone testimony and written testimony were verified in the City Municipal Code. Also included in the epacket was a blank form for residents to testify by telephone or submit a sworn written statement at the Board of Review. No forms were received.

9. Review of new laws (if any).

a. No new laws for 2021.

10. Verbal confirmation of filing and summary of Annual Assessment Report and Assessment Roll by Assessors Office.

The Assessor provided the Annual Assessment Roll to the Board and noted the Department of Revenue had discontinued the Annual Assessment Report. The Assessment Roll was submitted to the Clerk and had been included in the epacket for this meeting.

11. Review the Assessment Roll and Perform Statutory Duties:

- a. Examine the roll.
- b. Correct description or calculation errors (if any).
- c. Add omitted property (if any).
- d. Eliminate double assessed properties (if any).

Board of Review members examined the roll. No description or calculation errors, omitted properties or double assessed properties were noted. All changes to Open Book were included in the Assessment Roll and presented to the Board.

12. Discussion and action to certify all corrections of error under Wis. Stats 70.43.

There were no corrections noted under Wis Stats 70.43.

**CROWLEY MOVED TO CERTIFY ALL CORRECTIONS OF ERROR UNDER WIS. STATS 70.43, NOTING THERE WERE NO CORRECTIONS OF ERROR NEEDED. SAWALL SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

13. Discussion and action to verify with the Assessor the Open Book changes have been included in assessment roll.

Magnan explained there were two Open Book changes this year and those had been included in the Assessment Roll.

**DEHN MOVED TO VERIFY WITH THE ASSESSOR THAT THE OPEN BOOKS CHANGES HAD BEEN INCLUDED IN THE ASSESSMENT ROLL. THOMPSON SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

14. Allow taxpayers to examine the assessment data.

No taxpayers were present in the audience.

15. During the first two hours, consideration of:

- a. Waivers of the required 48-hour Notice Of Intent To File An Objection when there is good cause.

None.

- b. Requests for waiver of the BOR hearing allowing the property owner an appeal directly to the Circuit Court.

- i. Discussion and action for Attorneys Christopher Strohbehn and Russell Karnes on behalf of Wal-Mart Real Estate Business Trust for the BOR waiver on 2863 Heritage Dr, identified by tax key DELC 0804.994.021.

Wal-Mart Real Estate Business Trust representatives were not present. Information received pertaining to the waiver request had been included in the epacket for this meeting.

**CROWLEY MOVED TO APPROVE THE BOARD OF REVIEW WAIVER REQUEST FOR WAL-MART REAL ESTATE BUSINESS TRUST, IDENTIFIED BY TAX KEY DELC 0804.994.02, 2863 HERITAGE DRIVE AS PRESENTED. THOMPSON SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED BY ROLL CALL VOTE:**

<b>ATTWELL</b>	<b>AYE</b>
<b>DEHN</b>	<b>AYE</b>
<b>CROWLEY</b>	<b>AYE</b>
<b>SAWALL</b>	<b>AYE</b>
<b>THOMPSON</b>	<b>AYE</b>
<b>WOLFENBERGER</b>	<b>AYE</b>

- ii. Discussion and action for Attorneys Christopher Strohbehn and Russell Karnes on behalf of Downing Development Ltd. c/o Ivy Lane Corp. for the BOR waiver on 2325 Sun Valley Dr., identified by tax key DELC 0803.979.004.

Downing Development Ltd. c/o Ivy Lane Corp. representatives were not present. Information pertaining to this waiver request had been included in the epacket for this meeting.

**SAWALL MOVED TO APPROVE THE WAIVER REQUEST FOR DOWNING DEVELOPMENT LTD C/O IVY LANE CORP FOR THE BOR WAIVER ON 2325 SUN VALLEY DR., IDENTIFIED BY TAX KEY DELC 0803.979.004. CROWLEY SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED BY ROLL CALL VOTE:**

<b>ATTWELL</b>	<b>AYE</b>
<b>DEHN</b>	<b>AYE</b>
<b>CROWLEY</b>	<b>AYE</b>
<b>SAWALL</b>	<b>AYE</b>
<b>THOMPSON</b>	<b>AYE</b>
<b>WOLFENBERGER</b>	<b>AYE</b>

c. Requests to testify by telephone or submit a sworn written statement.

None.

d. Subpoena requests.

None.

e. Act on any other legally allowed or required BOR matters.

None.

16. Review Notices of Intent to File Objection. Proceed to hear objections (Roll Call Vote).

There were no objectors in the audience.

Attwell recessed the meeting at 4:21PM to allow anyone to come to the meeting on a walk-in basis to file an Objection. No one appeared. Attwell reconvened the meeting at 5:57PM. There were no additional questions from the Board. There were no objectors in the audience.

There were no Notices of Intent to File Objection.

There were no additional questions from the Board.

17. Discussion and possible action on scheduling additional BOR date(s) if necessary.

There was no need to schedule additional BOR dates.

18. Adjourn (to future date if necessary).

**S. THOMPSON MOVED TO ADJOURN THE MAY 19, 2021 BOARD OF REVIEW MEETING AND CLOSE THE 2021 BOARD OF REVIEW AT 6:01 P.M. J. SAWALL SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. MOTION CARRIED.**

Minutes prepared by:

Accurate Business Communications, Inc.