TOWN OF MISHICOT BOARD OF REVIEW

Thursday, August 6, 2026, 6:00 p.m. to 8:00 p.m.
Mishicot Town Hall, 710 N. State Street, Mishicot

Agenda:

1. Call Board of Review (BOR) to order & Meeting Recording Announcement.
2. Roll Call - Confirmation of appropriate BOR and Open Meetings notices.
3. Select a Chairperson for BOR.
4. Select a BOR Vice-Chairperson.
5. Verify that at least one BOR member has met the mandatory training requirements.
6. Verify that the Village has an ordinance for the confidentiality of income and expense information provided to the Assessor under state law (Wis. Stat. § 70.47(7)(af)).
7. Review of new laws.
8. Adoption of amendment to policy regarding the procedure for sworn telephone testimony and sworn written testimony.
9. Adoption of policy regarding the procedure for waiver of BOR hearing requests.
10. Filing and summary of Annual Assessment Report (including the level of assessment) by Assessor
11. Receipt of the assessment roll by the Clerk from the Assessor.
12. Receive the Assessment Roll and sworn statements from the Clerk.
13. Review the Assessment Roll and perform statutory duties:
    a. Examine the roll,
    b. Correct description or calculation errors,
    c. Add omitted property, and
    d. Eliminate double assessed property.
14. Discussion/Action – Certify all corrections of error under state law (Wis. Stat. § 70.43).
15. Discussion/Action – Verify with the Assessor that open book changes are included in the assessment roll.
16. Allow taxpayers to examine assessment data.
17. 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,
    b. Requests for waiver of the BOR hearing allowing the property owner an appeal directly to the circuit court,
    c. Requests to testify by telephone or submit a sworn written statement,
    d. Subpoena requests, and
    e. Act on any other legally allowed or required BOR matters.
18. Review Notices of Intent to File Objection.

19. Proceed to hear objections, if any, and if proper notice/waivers given, unless scheduled for another date.
20. Consider/act on scheduling additional BOR Date(s).
21. Adjourn (to future date if necessary).

Connie Tesarik, Town Clerk – Town
of Mishicot
Posted on August 4, 2026: Mishicot Town Hall; Riesterer & Schnell; Good Times;
Website: townofmishicot.org

NOTICE

UPON REASONABLE NOTICE, EFFORTS WILL BE MADE TO ACCOMMODATE THE NEEDS OF DISABLED INDIVIDUALS THROUGH APPROPRIATE AIDS AND SERVICES. IF A PERSON WITH A DISABILITY REQUIRES THAT THE MEETING BE ACCESSIBLE OR THAT MATERIALS AT THE MEETING BE IN AN ACCESSIBLE FORMAT, CALL THE TOWN OF MISHICOT CLERK'S OFFICE AT LEAST 48 HOURS IN ADVANCE TO REQUEST ADEQUATE ACCOMMODATIONS. TEL: 920-776-1597 Email: clerk@tn.mishicot.wi.gov