

VILLAGE OF ARGYLE – BOARD OF REVIEW  
THURSDAY, June 5<sup>th</sup>, 2025  
3:00 PM to 5:00 PM  
Argyle Village Hall, 401 East Milwaukee Street, Argyle, WI 53504

Agenda

1. Call Board of Review (BOR) to Order.
2. Roll Call.
3. Confirmation of appropriate Board of Review and Open Meeting Notices.
4. Select a Chairperson for Board of Review.
5. Select a Board of Review Vice-Chairperson.
6. Verify that at least one Board of Review member has met the mandatory training requirements.
7. Verify the Village has the following:
  - Ordinance for the confidentiality of income and expense information provided to the Assessor under state law (Wis. Stat. SS 70.47(7) (af). (completed in 2023)
  - Procedure for Sworn Telephone Testimony and Sworn Written Testimony. (completed in 2023)
  - Procedure for Waiver of Board of Review Hearing Requests. (completed in 2023)
8. Review of new laws.
9. Filing & Summary of Annual Assessment Report by Assessor's Office.
10. Receipt of the assessment roll by the Clerk from the Assessor.
11. Receive the Assessment Roll and sworn statements from the Clerk.
12. Review the Assessment Roll and perform statutory duties:
  - Examine the role, correct description, or calculation errors, add omitted property, and eliminate double assessed properties.
13. Discussion/Action – Clarify all corrections of error under state law (Wis. Stat. SS 70.43).
14. Discussion/Action – Verify with the Assessor that open book changes are included in the assessment roll.
15. Allow taxpayers to examine assessment data.
16. During the first two hours, consideration of:
  - Waivers of the required 48-hour notice of intent to file an objection when there is good cause, Requests for the BOR hearing allowing the property owner to appeal directly to the circuit court. Requests to testify by telephone or submit a sworn written statement, Subpoena requests, Act on any other legally allowed or required BOR matters.
17. Review Notices of Intent to File Objection.
18. Proceed to hear objections, if any and if proper notices/waivers given, unless scheduled for another date.
19. Consider/act on scheduling an additional BOR date(s).
20. Adjourn (to future date if necessary).

Sandra Flannery  
Village of Argyle, Clerk

NOTICE

UPON REASONABLE NOTICE, EFFORTS WILL BE MADE TO ACCOMMODATE THE NEEDS OF DISABLED INDIVIDUALS THROUGH APPROPRIATE AIDS AND SERVICES. IF A PERSON WITH DISABILITY REQUIRES THAT THE MEETING TO BE ACCESSIBLE OR THAT MATERIALS AT THE MEETING BE IN AN ACCESSIBLE FORMAT, CALL THE VILLAGE OF ARGYLE CLERK'S OFFICE AT LEAST 48 HOURS IN ADVANCE TO REQUEST ADEQUATE ACCOMMODATIONS. TELEPHONE 608-543-3113.