

**TOWN OF SUMNER**  
**BOARD OF REVIEW**  
**Tuesday, June 4, 2024**  
**Time 6:00 PM to 8:00 PM**  
**Town of Sumner Town Hall**  
**1550 24 ½ Street, Rice Lake, Wi 54868**

**MINUTES**

1. Call Board of Review (BOR) to order & Meeting Recording Announcement: Town Board Chair Steve Palmquist.
2. Roll Call. Steve Palmquist, Mark Zimmer, Scott Tubbs, Sandra Tomczak, Assessor Natalie Deleasky.
3. Confirmation of appropriate BOR and Open Meetings notices. Confirmed by BOR Clerk Sandra Tomczak.
4. Select a Chairperson for BOR. Moved Tubbs/Tomczak to nominate Zimmer. No negative vote.
5. Select a BOR Vice-Chairperson. Moved Zimmer/Palmquist to nominate Tubbs. No negative vote.
6. Verify that at least one BOR member has met the annual mandatory training requirements. Zimmer, Palmquist and Tomczak attended training on April 6, 2024.
7. Verify that the Town has an ordinance for the confidentiality of income and expense information provided to the Assessor under state law (Wis. Stat. § 70.47(7)(af)). Verified by Clerk Tomczak.
8. Review of new laws. Elimination of personal property tax discussed.
9. Discuss adoption of updated policy regarding the procedure for sworn telephone testimony and sworn written testimony. Moved by Tubbs/Palmquist to adopt the sworn telephone testimony and sworn written testimony as written. No negative vote.
10. Filing and summary of Annual Assessment Report by Assessor's Office. To be filed 1 week after BOR.
11. Receipt of the assessment roll by the Clerk from the Assessor. Received May 23, 2024.
12. Receive the Assessment Roll and sworn statements from the Clerk. Signed affidavit and assessment roll presented.
13. Review the Assessment Roll and perform statutory duties: Clerk has examined the roll and found no omitted property or double assessments. Noticed 2 parcels with containing "Deed " Notion Assessor will follow up on this.
14. Discussion/Action - Certify all corrections of error under state law (Wis. Stat. § 70.43). No corrections of error.
15. Discussion/Action-Verify with the Assessor that open book changes are included in the assessment roll. Assessor verified 2 open book changes.
16. Allow taxpayers to examine assessment data. No taxpayers present.
17. As no objectors were present, there was no need to consider waivers of the required 48-hour notice of intent to file an objection, requests for waiver of the BOR hearing allowing the property owner an appeal directly to the circuit court, requests to testify by telephone or submit a sworn written statement, subpoena requests, or any other action.
18. Review Notices of Intent to File Objection. None were filed.
19. Proceed to hear objections, if any, and if proper notice/waivers given, unless scheduled for another date. No objectors appeared during this meeting.
20. No additional BOR Date necessary.
21. Adjourn. Being no objectors have appeared, the final adjournment of BOR for 2024 called at 8:00 p.m.

Sandra Tomczak, Clerk

Filed June 10, 2024