

**APPROVED MINUTES  
BOARD OF REVIEW MEETING  
Monday, June 6, 2022 at 3:00 p.m.  
Jackson Municipal Complex  
Village Board Room  
N168W19851 Main Street  
Jackson, WI 53037**

**1. Call to Order and Roll Call**

Pres. Schwab called the meeting to order at 3:00 p.m.

Members Present: Pres. Mike Schwab, Johnathan Schoeneck and Administrator Jen Keller

Also Present: Village Assessor Ray Koscak

**2. Election of Chairperson and Vice Chairperson**

Motion by Jonathan Schoeneck, second by Administrator Jen Keller to nominate Pres. Mike Schwab as Chair and Jonathan Schoeneck as Vice Chairperson.

Vote: 3 aye, 0 nay. Motion carried.

**3. Approve June 7, 2021, Board of Review Minutes**

Motion by Pres. Schwab, second by Mr. Schoeneck to approve the minutes for the June 7, 2021 Board of Review meeting.

Vote: 3 aye, 0 nay. Motion carried.

**4. Verification of Training & Filing of Affidavit**

Administrator Keller reported that she had participated in the Board of Review training session on May 3, 2022. The Village Administrator verified that the affidavit of training had been filed by the Village Clerk on May 6, 2022, online with the Department of Revenue.

**5. Receive 2022 Assessment Roll and signed affidavit by Village Assessor**

Pres. Schwab verified that the Village has received the 2022 Assessment Roll and signed the affidavit by Village Assessor Ray Koscak, which was notarized by the Village Administrator.

**6. Review of the 2022 Assessment Roll**

- **Verify with the Assessor that open book changes have been included in the assessment roll**

Assessor Koscak verified that open book changes have been included in the Assessment Roll. Open book was conducted on Friday, May 13, 2022 at the Jackson Municipal Complex. There were no appointments made and no walk-in attendance.

**7. Assessor Comments**

Assessor Koscak distributed a summary of the reasons for change report including the year-end review in changes to assessed values. The 2022 Board of Review ended with a total assessed value of locally assessed real estate of \$854,688,400.

Property that transitioned to exempt status was valued at \$687,600. This transition included four (4) properties – the Village’s purchase of park land on Hasmer Lake, and several outlots in the Morning Meadows subdivision. There was new construction with the valuation of \$25,885,000 this year. The aggregate ratio of the Village was presented as 86%.

Motion by Pres. Schwab, second by Administrator Keller to move to suspend the meeting at 3:11 p.m. until such a time as someone comes in for review or to adjourn.

Vote: 3 aye, 0 nays.

Motion by Pres. Schwab, second by Administrator Keller to reconvene at 4:58 p.m.

Vote: 3 aye, 0 nays.

**8. Requests for Review or Adjustment**

There were no formal request for review or adjustment.

**9. Schedule Additional Meeting Date(s) if Necessary**

The Board of Review will not reconvene again this year.

**10. Adjourn**

Motion by Pres. Schwab, second by Mr. Schoenek to adjourn.

Vote: 3 aye, 0 nays. Motion carried.

The 2022 Board of Review meeting adjourned at 5:00 p.m.

Respectfully submitted,

Jen Keller  
Village Administrator