



City of Appleton

100 North Appleton Street
Appleton, WI 54911-4799
www.appleton.org

Meeting Minutes - Final Board of Review

Wednesday, June 5, 2024

9:00 AM

Council Chambers

1. Call the 2024 Board of Review to order

The 2024 Board of Review was called to order at 9:01 a.m.

2. Pledge of Allegiance

3. Roll call of membership

Present: 8 - Woodford, Lynch, Marx, Morgan, Lobner, Croatt, Alfheim and Hartzheim

4. Oaths of Office for Citizen Board of Review Members

Clerk Lynch administered the Oaths of Office for Kyle Lobner, Linda Marx & Sean Morgan.

5. Confirmation of BOR Member Training

[24-0726](#)

Board of Review Member Training Affidavit

Attachments: [Training Affidavit-2024 BOR.pdf](#)

6. Elect Chairperson for the 2024 Board of Review Session

**Croatt moved, seconded by Marx, that the Kyle Lobner be the Chairperson.
Roll Call. Motion carried by the following vote:**

Aye: 8 - Woodford, Lynch, Marx, Morgan, Lobner, Croatt, Alfheim and Hartzheim

7. Elect Vice Chairperson for the 2024 Board of Review Session

**Croatt moved, seconded by Marx, that the Ald. Hartzheim be the Vice
Chairperson. Roll Call. Motion carried by the following vote:**

Aye: 8 - Woodford, Lynch, Marx, Morgan, Lobner, Croatt, Alfheim and Hartzheim

8. Approval of minutes from previous meeting

[24-0724](#)

Board of Review Meeting Minutes from October 4, 2023

Attachments: [2023 BOR - Reval-Meeting Minutes.pdf](#)

Hartzheim moved, seconded by Croatt, that the Minutes be approved. Roll Call.
Motion carried by the following vote:

Aye: 8 - Woodford, Lynch, Marx, Morgan, Lobner, Croatt, Alfheim and Hartzheim

9. Confirmation of 2024 Board of Review Notices

[24-0725](#)

2024 Notice of the Board of Review & Open Book

Attachments: [2024 BOR Notice..pdf](#)

10. Review Board of Review Policies

[22-0656](#)

City of Appleton Policy (Board of Review)- Telephone/Sworn Written Testimony Requests

Attachments: [BOR Policy - Signed - Phone Written Testimony 7-2018.pdf](#)[22-0657](#)

City of Appleton Policy (Board of Review)- Request for Waiver of Hearing

Attachments: [BOR Policy - Signed - Waiver of Hearing Req 7-2018.pdf](#)

11. **Presentation of the 2024 Assessment Roll, Omitted Roll & Correction of Error Roll**

Assessor Tooke presented the Assessment Roll.

There were 2 Items on the Omitted Roll:

Personal Property

- Wells Fargo \$36,000

- Matthew Misco Insurance - \$8,200

Lynch moved, seconded by Hartzheim, that the omitted properties be approved. Roll Call. Motion carried by the following vote:

Aye: 8 - Woodford, Lynch, Marx, Morgan, Lobner, Croatt, Alfheim and Hartzheim

12. **Confirmation from the Assessor that Open Book Changes are included in the Assessment Roll**

Assessor Tooke confirmed that all Open Book changes have been included in the assessment roll.

13. Review the Assessment Roll & Perform Statutory Duties**14. Review Waiver of Board of Review Hearing Requests**

There were no waiver requests filed.

15. Review Waiver of 48-Hour Notice Requests

There were no notice waiver requests filed.

16. Review Requests for Telephone/Written Testimony

There were no telephone/written testimony requests filed.

17. Schedule Hearings for Objectors (not previously scheduled)**18. Hear Testimony from Scheduled Objectors**

[24-0727](#)

10:45 a.m.

3609 S Barker Lane, Michael Muoio, Owner

Parcel# 31-9-2963-00

Attachments:

[3609 S Barker Ln Report Property Info.pdf](#)

[3609 S Barker Lane - Objection.pdf](#)

[Assessor Testimony- 3609 S Barker EXH 1.pdf](#)

Lobner moved, seconded by Croatt, to sustain the assessor's valuation of \$698,500. Roll Call. Motion carried by the following vote:

Aye: 8 - Woodford, Lynch, Marx, Morgan, Lobner, Croatt, Alfheim and Hartzheim

19. Deliberate Testimony and Make Determinations (as schedule allows)**20. Adjournment**

Hartzheim moved, seconded by Alfheim, that the 2024 Board of Review be adjourned at 11:53 a.m. Roll Call. Motion carried by the following vote:

Aye: 8 - Woodford, Lynch, Marx, Morgan, Lobner, Croatt, Alfheim and Hartzheim