



CITY OF MERRILL

BOARD OF REVIEW

MINUTES • THURSDAY MAY 16, 2019

Regular Meeting

City Hall Basement Conference Room

4:00 PM

I. Call to Order

Mayor Woellner called the meeting to order at 4:00 P.M.

| Attendee Name | Title | Status | Arrived |
|----------------------|---------------------------------|---------|---------|
| Bill Heideman | City Clerk | Present | |
| John M. Van Lieshout | Aldersperson - Fifth District | Present | 4:05 PM |
| Steve Osness | Aldersperson - Fourth District | Present | |
| Derek Woellner | Mayor | Present | |
| Rob Norton | Aldersperson - Seventh District | Present | |

Also in attendance: City Assessor Kitt Koski, Gary Schwarz (Hearing #1) and Susanne Schnappup (Hearing #2). A representative from Merrill Productions was present to videotape the meeting.

II. Agenda items:

1. Roll Call - City Clerk Heideman

Roll call showed four Board of Review members present. A fifth member, John Van Lieshout arrived at 4:05 P.M.

2. Verify that at least one member has met the mandatory training requirements.

City Clerk Heideman reported that he took the required training on May 8th and has submitted the training affidavit to the State of Wisconsin.

3. Opening Comments - Mayor Woellner

Mayor Woellner reported that the requirements for all notice/agenda postings have been met. Per Wisconsin State Statutes, the Board of Review will be in session for a minimum of two hours.

4. Acknowledge policy regarding the procedures for sworn telephone testimony requests or sworn written testimony requests.

A copy of the policy was in the meeting packet.

City Clerk Heideman reported that the policy was adopted in 2017 and is still in effect.

5. Acknowledge policy regarding the procedure for waiver of Board of Review hearing requests.

A copy of the policy was in the meeting packet.

City Clerk Heideman reported that the policy was adopted in 2017 and is still in effect.

6. Annual Assessment Report - Bowmar Appraisal

City Assessor Koski gave his report and then answered questions.

7. Receipt of the assessment roll from the Assessor

City Clerk Heideman reported that he has received the Assessment Roll from City Assessor Koski.

8. Board of Review Hearings

Hearing #1 - Gateway North, LLC (3300 East Main Street)

City Assessor Koski has total property assessment at \$2,160,500. On the objection form he submitted, Gary Schwartz contends that the total assessed value of the property should be \$1,700,000.

City Clerk Heideman administered the oath to Gary Schwarz and City Assessor Koski.

On behalf of Gateway North, LLC, Gary Schwarz distributed information, presented his case and answered questions.

City Assessor Koski then distributed information, presented his case and answered questions.

Gary Schwartz then departed from the meeting.

Motion (Heideman/Norton) to maintain the total assessment (\$2,160,500) for the property at 3300 East Main Street. Carried 5-0 on roll call vote.

Note: On May 17th, 2019, City Clerk Heideman e-mailed a completed "Notice of Board of Review Determination" form (PR-302) to Gary Schwartz.

Hearing #2 - 704 Surrey Lane (Susanne Schnappup)

City Assessor Koski has the total assessment at \$152,700. Susanne Schnappup contends that the total assessed value of the property should be \$130,000.

Susanne Schnappup presented her case and answered questions.

City Assessor Koski then presented his case and answered questions.

Motion (Norton/Osness) to maintain the total assessment (\$152,700) for the property at 704 Surrey Lane. Carried 5-0 on roll call vote.

City Clerk Heideman gave a completed "Notice of Board of Review Determination" form (PR-302) to Susanne Schnappup.

Hearing #3 - Wal-Mart Real Estate Business Trust (505 South Pine Ridge Avenue)

City Assessor Koski has the total assessment at \$9,956,700. On the objection form they submitted, Wal-Mart Real Estate Business Trust contends that the total assessed value of the property should be \$5,138,500.

City Clerk Heideman reported that Wal-Mart Real Estate Business Trust has filed a "Request for Waiver of Board of Review Hearing" (PA-813) form.

Motion (Heideman/Norton) to disallow the request for Waiver of Board of Review Hearing. Motion carried.

City Clerk Heideman reported that Wal-Mart Real Estate Business Trust has filed a "Request to Testify by Telephone or Submit a Sworn Written Statement at the Board of Review" (PA-814) form. They indicated on this document that they are requesting to testify by telephone.

Motion (Osness/Norton) to disallow the request from Wal-Mart Real Estate Business Trust to testify by telephone. Motion carried.

Motion (Norton/Osness) to maintain the total assessment (\$9,956,700) for the property at 505 South Pine Ridge Avenue.

Nobody appeared to present the case for Wal-Mart Real Estate Business Trust.

City Assessor Koski distributed information, presented his case and answered questions.

Motion to maintain the total assessment at \$9,956,700 carried 5-0 on roll call vote.

Note: On May 17th, 2019, City Clerk Heideman sent an e-mail to Christopher Stronbehn, Attorney (Gimbel, Reilly, Guerin & Brown). The e-mail noted that the request for waiver of Board of Review hearing and the request to testify by telephone were both disallowed by the Board of Review. A completed "Notice of Board of Review Determination" form (PR-302) was attached to the e-mail.

III. Public Comment Period

None.

IV. Adjournment

Motion (Heideman/Norton) to adjourn sine die. Carried. Adjourned at 6:02 P.M.