



CITY OF MERRILL

BOARD OF REVIEW

MINUTES • THURSDAY MAY 25, 2017

Regular Meeting

City Hall Basement Conference Room

4:00 PM

I. Call to Order

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

Attendee Name	Title	Status	Arrived
Bill Heideman	City Clerk	Present	
Pete Lokemoen	Aldersperson - Second District	Excused	
John Burgener	Aldersperson - Fifth District & President	Present	
Bill Bialecki	Mayor	Present	
Mary Ball	Aldersperson - Sixth District	Present	

Other attendees: City Assessor Kitt Koski, City Administrator Dave Johnson and Finance Director Kathy Unertl.

II. Agenda items:

1. Verify that at lease one member has met the mandatory training requirements.

City Clerk Heideman reported that he has met the training requirements. He urged that, in the future, all Board of Reveiw members consdier taking the training.

2. Opening Comments - Mayor Bialecki

None.

3. Consider policy regarding the procedure for sworn telephone testimony and sworn written testimony.

Motion (Heideman/Burgener) to approve.

RESULT: APPROVED

4. Consider policy regarding the procedure for waiver of Board of Review hearing requests.

Motion (Heideman/Ball) to approve.

RESULT: APPROVED

5. Annual Assessment Report - Bowmar Appraisal

City Assessor Koski provided verbal information.

6. Receipt of the assessment roll from the assessor

City Assessor Koski presented the assessment roll to City Clerk Heideman, who then signed the roll.

City Clerk Heideman announced that the roll is available for public inspection.

7. Board of Review Hearings

No hearings were held.

III. Public Comment Period

None.

IV. Adjournment

Motion (Burgener/Ball) to adjourn. Carried. Adjourned at 6:00 P.M.