



CITY OF MERRILL
BOARD OF REVIEW
MINUTES • THURSDAY MAY 31, 2018

Regular Meeting

City Hall Council Chambers

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	
Pete Lokemoen	Aldersperson - Second District	Present	
John M. Van Lieshout	Aldersperson - Fifth District	Present	
Steve Osness	Aldersperson - Fourth District	Present	
Derek Woellner	Mayor	Present	
Ryan Schwartzman	Aldersperson - Third District & Council President	Present	

Also in attendance: City Assessor Kitt Koski and City Administrator Dave Johnson.

II. Agenda items:

1. Roll Call - City Clerk Heideman

It was noted that Alderman Osness will be the alternate member of the Board of Review.

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

City Clerk Heideman reported that both he and Alderman Lokemoen have met the mandatory training requirements. He urged that, in the future, all Board of Review members consider taking the training.

3. Opening Comments - Mayor Woellner

Mayor Woellner thanked all those present for their attendance.

4. Acknowledge policy regarding the procedures for sworn telephone testimony requests or sworn written testimony requests. This policy was adopted by the Board of Review in 2017.

The policy was adopted in 2017 and was on the agenda and in the packet for informational purposes only. No action was necessary, requested or taken.

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

The policy was adopted in 2017 and was on the agenda and in the packet for informational purposes only. No action was necessary, requested or taken.

6. Annual Assessment Report - Bowmar Appraisal

City Assessor Koski provided verbal information.

7. Receipt of the assessment roll from the assessor

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

8. Board of Review Hearings

No hearings were held.

III. Public Comment Period

None.

IV. Adjournment

Motion (Schwartzman/Van Lieshout) to adjourn. Carried. Adjourned at 6:00 P.M.