

**Annual Spring Green Board of Review Meeting Minutes**  
**Monday, May 15, 2023**  
**Spring Green Village Office**


May 15, 2023 – 4:00 P.M. - Village Office, 154 N. Lexington Street, Spring Green, WI.

Members present: Eugene Hausner, Jeffrey Alt, and Paul Kardatzke.

Others present: Wendy Crary, Eric Kleven, Jeff Fraser.

1. **Call to order:** The meeting was called to order at 4:02 p.m. by Village Administrator/Clerk/Treasurer Wendy Crary.
2. **Appoint Chair:** Kardatzke moved and Alt seconded motion to nominate Eugene Hausner to chair the Board of Review. Motion passed with all in favor.
3. **Determine if one member attended Board of Review Training:** Board of Review members Eugene Hausner and Jeff Alt completed the mandatory BOR training April 2023, which meets the state statute requirements and the BOR Member Training Affidavit has been filed with the DOR.
4. **Read and approve minutes of May 16, 2022:** Alt moved and Kardatzke seconded motion to approve the minutes from May 16, 2022. Motion passed with all in favor.
5. **Review and approve agenda:** Alt moved and Kardatzke seconded motion to approve the agenda as presented. Motion passed with all in favor.
6. **Hearings:**
  - a. Jeff Fraser – Property Owner & Village Assessor – Eric Kleven sworn in.
    - i. The Board of Review heard testimony from property owner Jeff Fraser for parcel 182 0182-31000, 161 S. Lexington Street.
    - ii. The Board of Review heard testimony from assessor.
    - iii. The Board of Review asked questions about testimony given.
7. **Deliberations for any hearings conducted:**
  - a. The Board of Review deliberated the hearing for parcel 182 0182-31000, 161 S. Lexington Street. Kardatzke moved and Alt seconded to reduce the assessed improvements value for parcel #182-0182-31000 to \$60,100 for a total assessed value of \$100,500. Motion passed with all in favor.
8. **Assessment Roll corrections and / or changes:** Corrections to the assessment roll were made by the Village Administrator/Clerk/Treasurer, Wendy Crary.
9. **Prepare and mail notices of decisions. (Personal delivery or return receipt):** Notice of decision was prepared and given in person to Jeff Fraser immediately following deliberation.
10. **Report from Assessor on Assessment changes and Ag Use Penalties:**
11. **Examine Assessment Roll:**
12. **General Public Comment:** There was no general public comment.
13. **Adjourn:** Kardatzke moved and Alt seconded motion that the Annual Board of Review Meeting be adjourned at 6:03 p.m. Motion passed with all in favor.

Respectfully Submitted,

  
Wendy S. Crary, WCPC, MMC  
Administrator/Clerk/Treasurer  
Village of Spring Green