

**Board of Review
of the City of Onalaska**

Tuesday, September 13, 2016

1

1 The Meeting of the Board of Review of the City of Onalaska was called to order at 6:30 p.m. on
2 Tuesday, September 13, 2016. It was noted that the meeting had been announced and a notice
3 posted at City Hall.

4

5 Roll call was taken with the following members present: Mayor Joe Chilsen, Ald. Jim Binash,
6 Ald. Jim Bialecki, Ald. Barry Blomquist, City Clerk Cari Burmaster

7

8 Also Present: City Attorney Sean O’Flaherty

9

10 **Item 2 – Approval of minutes from the previous meeting**

11

12 Motion by Ald. Bialecki, second by Mayor Chilsen, to approve the minutes from the previous
13 meeting as printed and on file in the City Clerk’s Office.

14

15 On voice vote, motion carried.

16

17 **Consideration and possible action on the following items:**

18

19 **Item 3 – Roll reviews for errors in description, computation, add omitted or eliminate**
20 **double assessments**

21

22 Cari told board members she had distributed a copy of a memo she had received from City
23 Assessor Heather Wolfe, who has made one more open book change to Shopko Parcel No. 18-
24 3589-009. This change has been outlined in the memo given to board members. Cari said
25 Heather is requesting that the Board of Review accept this open book change.

26

27 Motion by Mayor Chilsen, second by Ald. Bialecki, to accept the open book change to Parcel
28 No. 18-3589-009.

29

30 Sean said the Board of Review typically does not sign off on changes made at open book. Sean
31 told the board he believes the correct procedure would be to withdraw the motion and second and
32 then make a motion to accept the tax roll as it stands with the change. The Board of Review then
33 would make a motion adjourn sine die.

34

35 Motion and second withdrawn.

36

37 Ald. Binash asked Sean if it would be appropriate to state the new total versus the previous total
38 for the total assessed property in the City of Onalaska.

39

40 Sean said yes.

41

42 Cari said she does not have that total in her possession to verify it.

43

44 Ald. Binash said, “The total that we have on the memorandum that they’re agreeing to.”

45

46 Sean said he believes this is an open book change, adding that the memo is for informational
47 purposes stating that the tax roll has been completed by the City Assessor.

48

49 Motion by Mayor Chilsen, second by Ald. Bialecki, to accept the City of Onalaska tax roll.

50

51 On voice vote, motion carried.

52

53 **Adjournment**

54

55 Motion by Cari, second by Ald. Bialecki, to adjourn sine die.

56

57 On roll call vote: Mayor Joe Chilsen – aye, Ald. Jim Binash – aye, Ald. Jim Bialecki – aye, Ald.
58 Barry Blomquist – aye, City Clerk Cari Burmaster – aye. The Board of Review adjourned sine
59 die at 6:33 p.m.

60

61

62 Recorded by:

63

64 Kirk Bey