

**TOWN OF BLACK BROOK
BOARD OF REVIEW MINUTES
MAY 15, 2025**

The meeting was called to order by board member Erik Henningsgard, at 5:00 p.m. stating the meeting is being recorded. Board of Review members Jake Macholl, Matt Belle Isle, and Janel Belle Isle (clerk) were also present.

- Confirmation of appropriate notices was made.
- Erik Henningsgard was named Chairperson and Matt Belle Isle was named Vice-Chairperson.
- It was verified that Janel completed the Board of Review training requirements.
- Ordinance 2-2015 for the confidentiality of income and expense was verified.
- Review of new laws – none known.
- Adoption of policy regarding the Procedure for Sworn Telephone and Written Testimony.
This policy was adopted at last year's meeting – will remove from future agenda.
- Adoption of policy regarding the Procedure for Waiver of Board of Review Hearing Requests.
This policy was adopted at last year's meeting – will remove from future agenda.
- Clerk received the assessment roll from assessor and Prochnow stated the assessment is 95%.
- Clerk presented board with assessment roll and sworn statements. Board reviewed.

Motion/second, Erik/Jake; that they made all known corrections. Carried, 4 ayes.

- Assessor confirmed all open book changes are included in the assessment roll.

Motion/second, Erik/Jake; that we verified with the assessor that all open book changes are included in the assessment roll. Carried, 4 ayes.

- No taxpayers here to examine the assessment data.
- One objection was filed with the clerk prior to this meeting but was resolved with the assessor before the date of this meeting.
- No objections to be heard.

Motion by Janel, second by Jake to adjourn the Board of Review. Motion carried, 4 yes.

2025 Board of Review adjourned at 7:00 p.m.

Respectfully submitted,

Erik Henningsgard, Chairman

Janel Belle Isle, Clerk