

VILLAGE OF ELM GROVE

13600 Juneau Boulevard
Elm Grove, WI 53122

BOARD OF REVIEW MEETING MINUTES TUESDAY, MAY 27, 2025 * 6:55 P.M. * COURT ROOM

1. Roll Call

President Koleski called the meeting to order at 7:09 pm.

Present: 6 – President Koleski, Trustee Stuckert, Trustee Schindler, Trustee Castile, Trustee Hillmann, Trustee Olson.

Absent: 1 – Trustee Sayas

2. Confirmation of appropriate Board of Review and Open Meeting Notices

The notice dated March 3, 2025 was posted on the Village’s website, the Village Hall outdoor notice board and the Library notice board.

3. Select Chairperson and Vice Chairperson for Board of Review

MOTION BY TRUSTEE STUCKERT, SECOND BY TRUSTEE SCHINDLER, TO NOMINATE PRESIDENT KOLESKI AS CHAIRPERSON. THE MOTION CARRIED BY THE FOLLOWING VOTE:

Aye: 6 – President Koleski, Trustee Stuckert, Trustee Schindler, Trustee Castile, Trustee Hillmann, Trustee Olson.

MOTION BY TRUSTEE CASTILE, SECOND BY TRUSTEE STUCKERT, TO NOMINATE TRUSTEE SCHINDLER AS VICE-CHAIRPERSON. THE MOTION CARRIED BY THE FOLLOWING VOTE:

Aye: 6 – President Koleski, Trustee Stuckert, Trustee Schindler, Trustee Castile, Trustee Hillmann, Trustee Olson.

4. Approval of Minutes

MOTION BY TRUSTEE SCHINDLER, SECOND BY TRUSTEE CASTILE, TO APPROVE THE BOARD OF REVIEW MINUTES FROM SEPTEMBER 11, 2024. THE MOTION CARRIED BY THE FOLLOWING VOTE:

Aye: 6 – President Koleski, Trustee Stuckert, Trustee Schindler, Trustee Castile, Trustee Hillmann, Trustee Olson.

5. **Verify that a member has met the mandatory training requirements**
Trustee Hillmann has completed the training requirements.
6. **Verify that the Village has an ordinance for the confidentiality of income and expense information provided to the Assessor under sec. 70.47(7)(af), Wis. Stats.**
The Village has ordinance 7.23(4).
7. **Review new laws**
Attorney de la Mora explained there are no new laws at this time.
8. **Adoption of policy regarding the procedure for sworn telephone testimony and sworn written testimony**

- a. **Adoption of policy regarding the procedure for Sworn Telephone or Sworn Written Testimony Requests**

MOTION BY TRUSTEE STUCKERT, SECOND BY TRUSTEE HILLMANN, TO APPROVE THE POLICY REGARDING THE PROCEDURE FOR SWORN TELEPHONE TESTIMONY AND SWORN WRITTEN TESTIMONY. THE MOTION CARRIED BY THE FOLLOWING VOTE:

Aye: 6 – President Koleski, Trustee Stuckert, Trustee Schindler, Trustee Castile, Trustee Hillmann, Trustee Olson.

9. **Adoption of policy regarding the procedure of waiver of Board of Review Hearing Requests**
- a. **Board of Review Policy on Procedure for Waiver of Board of Review Hearing Requests**

MOTION BY TRUSTEE CASTILE, SECOND BY TRUSTEE HILLMANN, TO APPROVE THE ADOPTION OF POLICY REGARDING THE PROCEDURE OF WAIVER OF BOARD OF REVIEW HEARING REQUESTS. THE MOTION CARRIED BY THE FOLLOWING VOTE:

Aye: 6 – President Koleski, Trustee Stuckert, Trustee Schindler, Trustee Castile, Trustee Hillmann, Trustee Olson.

10. Consider/act on scheduling additional Board of Review date(s)

MOTION BY TRUSTEE HILLMANN, SECOND BY TRUSTEE OLSON, TO SCHEDULE THE BOARD OF REVIEW DATE FOR MONDAY, JULY 21, 2025 AT 6:00PM. THE MOTION CARRIED BY THE FOLLOWING VOTE:

Aye: 6 – President Koleski, Trustee Stuckert, Trustee Schindler, Trustee Castile, Trustee Hillmann, Trustee Olson

11. Adjournment

MOTION BY TRUSTEE SCHINDLER, SECOND BY TRUSTEE HILLMANN, TO ADJOURN THE BOARD OF REVIEW MEETING AT 7:19PM. THE MOTION CARRIED BY THE FOLLOWING VOTE:

Aye: 6 – President Koleski, Trustee Stuckert, Trustee Schindler, Trustee Castile, Trustee Hillmann, Trustee Olson.