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March 22, 2022

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4/28/2022 Board of Review Meeting

Verify Training, verify the confidentiality of income and expense, review policies, review assessment roll, certify all corrections, presentation of the assessment roll and hear scheduled objections. THE OBJECTION SCHEDULE WILL BE AVAILABLE BY APRIL 27, 2022.

[Agenda \(?Type=A&ID=233\)](#)

[Meeting Minutes \(?Type=M&ID=233\)](#)

[Documents \(?Type=D&ID=233\)](#)

Village of Pewaukee Board of Review Minutes April 28, 2022

1. Call to Order and Roll Call

Clerk Smith called the meeting to order at approximately 3:00 p.m.

Members present: Laurin Miller; Cheryl Mantz; Kyle McNulty; Village President, Jeff Knutson; Village Clerk, Casandra Smith; Jim Kruswicki was in attendance as an alternate member. Samuel Liebert was excused.

Also present: Village Attorney, Mark Blum; Assessor, Dean Peters; and Assessor, Nick Laird.

2. Approval of Minutes of Previous Meeting

a. June 22, 2021

Laurin Miller motioned, seconded by Cheryl Mantz to approve the June 22, 2021, Board of Review meeting minutes as presented.

Motion carried by roll call vote 5-0.

3. Confirm appropriate Board of Review and Open Meeting Notices

Clerk Smith stated that the agendas were posted on April 1st, 2022, and published in the Waukesha Freeman.

4. Nominations for Chairperson and Vice-Chairperson

President Jeff Knutson motioned, seconded by Cheryl Mantz to nominate Laurin Miller as Chairperson.

Laurin Miller accepted the nomination.

Motion carried by roll call vote 5-0.

No action was taken to nominate a Vice-Chairperson

5. Verify Training has met the mandatory training requirements

Chairperson Miller confirmed that mandatory training requirements were met with the following having viewed the 2022 training video: Laurin Miller, Cassie Smith, and James Kruswicki.

6. Verify the confidentiality of income and expense information provided to the assessor under state law (sec 70.47(7) (af))

Chairperson Miller confirmed that the confidentiality of income and expense information was in the digital packet.

7. Review the policy regarding the procedure for sworn telephone testimony and sworn written testimony

Chairperson Miller confirmed that the policy regarding the procedure for sworn telephone testimony and sworn written testimony was made available digitally in the packet.

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

Chairperson Miller confirmed that the policy regarding the procedure for waiver of Board of Review hearing requests was made available digitally in the packet.

9. Receipt of the Assessment Roll by Clerk from the Assessor and sworn statements from the Clerk

Village Clerk Smith received the final Assessment Roll from the Assessor and signed the Assessor's Affidavit.

10. Review of the Assessment Roll

The Board was given an opportunity to view the assessment roll.



ment roll is complete including all real estate and business property assessments. The market update which means they did assess for market values this year. The contract is to keep the assessments within 90% of market value. This year there was about a 3.5% increase on residential properties and a 3.5% on commercial properties. The overall increase for the Village was about

Clerk Smith introduced and considered objections as follows:
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PWV 0901990003 – 411 Pewaukee Road – CJM & W Investment Company (Wal-Mart)

Village Clerk Smith confirmed that there was timely notification with all documents. The property owner is CJM & W Investment Company, c/o Wal-Mart. The property is a commercial property with an address of 411 Pewaukee Rd, Pewaukee, WI. Clerk Smith, read the value in the assessment roll for the current year as follows:

Land \$ 5,412,500.00

Improvements \$ 6,460,500.00

Total Assessment \$11,873,000.00

The property owner's opinion of the value is \$ 5,770,000.00. Smith stated they are requesting a Waiver of the Board of Review Hearing due to current litigation already in progress. Chairperson Miller confirmed that all criteria have been met.

Kyle McNulty motioned, seconded by Jeff Knutson to grant the request of Waiver of the Board of Review Hearing to PWV 0901990003 – 411 Pewaukee Road – CJM & W Investment Company.

Motion carried by roll call vote 5-0.

PWV 0901984 – 1357 Capitol Drive – Menard, Inc

Village Clerk Smith confirmed that there was timely notification with all documents. The property owner is Menard, Inc. The property is a commercial property with an address of 1357 Capitol Drive, Pewaukee, WI

Clerk Smith, read the value in the assessment roll for the current year as follows:

Land \$ 5,468,000.00

Improvements \$ 8,369,000.00

Total Assessment \$13,837,000.00

The property owner's opinion of the value is \$ 7,570,000.00. Smith stated they are requesting a Waiver of the Board of Review Hearing due to current litigation already in progress. Chairperson Miller confirmed that all criteria have been met.

Cheryl Mantz motioned, seconded by Kyle McNulty to grant the request of Waiver of the Board of Review Hearing to PWV 0901984 – 1357 Capitol Drive – Menard, Inc.

Motion carried by roll call vote 5-0.

The Board of Review members agreed to recess and to reconvene at 4:45 p.m. to address any walk-in objections. The Board of Review members reconvened into session at approximately 4:58 p.m. due to no walk-in objections being present at 4:45p.m. Village Clerk Smith confirmed that no further objections were brought to her attention.

12. Adjournment

Jeff Knutson motioned, seconded by Kyle McNulty to adjourn the April 28, 2022 Board of Review meeting at approximately 5:00 p.m.

Motion carried by roll call vote 5-0.

Respectfully submitted,

Cassandra Smith
Village Clerk

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HOURS OF SERVICE

Monday	8 a.m. - 4:30 p.m.
Tuesday	8 a.m. - 4:30 p.m.
Wednesday	8 a.m. - 4:30 p.m.
Thursday	8 a.m. - 4:30 p.m.
Friday	8 a.m. - 4:30 p.m.
Saturday	Closed
Sunday	Closed

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