

Town of Round Lake - Board of Review
Monday, May 18, 2026 – 5:00 p.m. to 7:00 p.m.
Town of Round Lake Town Hall
10625 N County Road A, Hayward, WI 54843

1. Call Board of Review to Order – 5:00 p.m.
2. Roll Call.
3. Confirmation of appropriate Board of Review and Open Meetings notices pursuant to Wis. Stat. §§ 19.84 and 70.47.
4. Select Chairperson for Board of Review.
5. Select Vice-Chairperson for Board of Review.
6. Verify that at least one Board of Review member has met the mandatory training requirements under Wis. Stat. § 70.46(4).
7. Approval of previous Board of Review minutes – May 28th, 2025
8. Verification of Town Ordinance regarding the confidentiality of income and expense information provided to the assessor under Wis. Stat. § 70.47(7) (af).
9. Review policy regarding the procedure for waiver of Board of Review hearing requests.
10. Filing and summary of Annual Assessment Report by Assessor.
11. Receipt of the Assessment Roll by the Clerk from the Assessor.
12. Review the Assessment Roll and sworn statements from the Clerk.
13. Review the Assessment Roll and perform statutory duties, including:
 - a. Examination of the roll;
 - b. Correction of description or calculation errors;
 - c. Addition of omitted property; and
 - d. Elimination of double assessed property.
14. Discussion and Possible Action – Certify all corrections of error under Wis. Stat. § 70.43.
15. Discussion and Possible Action – Verify with the Assessor that Open Book changes are included in the Assessment Roll.
16. During the first two hours of the Board of Review, consideration of:
 - a. Waivers of the required 48-hour notice of intent to file an objection where good cause is shown;
 - b. Requests for waiver of Board of Review hearing allowing direct appeal to Circuit Court;
 - c. Requests to testify by telephone or submit sworn written statements;
 - d. Subpoena requests; and
 - e. Other legally allowed or required Board of Review matters.
17. Review Notices of Intent to File Objection.

18. Hear and consider objections to property assessments, if any, and if proper notice or waiver requirements have been met, unless scheduled for a later date.
19. Discussion and Possible Action – Schedule additional Board of Review date(s), if necessary.
20. Adjourn Board of Review (to a future date if necessary).

Frank W. Leuschen III, Clerk – Town of Round Lake
Posted on May 17th, 2026

It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above-stated meeting for informational gathering purposes only. No action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to in this notice.

Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. If a person with a disability requires that the meeting be accessible or that materials at the meeting be in an accessible format, please contact the Town Clerk's Office at least 48 hours prior to the meeting to request adequate accommodations.