

STATE OF WISCONSIN

Town of Richfield

Adams County

ORDINANCE NO 2020-03

Town of Richfield, Adams County WI Board of Review Policy on Procedure for Sworn Telephone or Sworn Written Testimony Requests

Whereas, Wis. Stat. § 70.47(8) authorizes the Board of Review to consider the allowance of requests from a property owner or the property owner's representative to testify under oath by telephone or written statements under oath to the Board of Review; and Whereas the Department of Revenue has indicated that the legal requirements of the Notice to Appear at the Board of Review must be satisfied and the Objection Form must be completed and submitted to the Board of Review as required by law prior to a Request to Testify by Telephone or Submit Sworn Written Statement form being submitted. Transcribing

Now therefore, the Town of Richfield Board, Adams County does hereby adopt this Board of Review policy with respect to the allowance of telephonic or written testimony in proceedings involving objections to values ascribed by the Town Assessor as follows:

1. PROCEDURE:

Before the Board of Review (herein after BOR) can consider a request from a property owner or the property owner's representative (hereafter "owner") to testify by telephone or submit a sworn statement, the owner must first complete and file with the clerk of the BOR the following documents:

- a) A timely Notice of Intent to appear at BOR;
- b) A timely Objection Form for Real Property Assessment (PA-115A); and
- c) A fully completed Request to Testify by Telephone or Submit Written Statement at Board of Review (Form PA-814).

Such requests must be filed with the clerk of the BOR within the first 2 hours of the BOR's first scheduled meeting. If the owner fails to file the aforementioned documents as required, the BOR will not consider the request.

2. CRITERIA:

The BOR, may consider any or all of the following factors when deciding whether to grant or deny the request:

- a) The owner's stated reason(s) for the request as indicated on the PA-814;
- b) Fairness to all parties;
- c) Ability of the owner(s) to procure in person oral testimony and any due diligence exhibited by the owner(s) in procuring such testimony;
- d) The ability of any participant to cross examine the person providing the testimony;
- e) The BOR's technical facilities to honor the request;
- f) Any other factors that the BOR deems pertinent to deciding the request.

3. EFFECTIVE DATE:

This ordinance shall take effect immediately upon passage and posting (or publication) as provided by law

Adopted on the 9 day of June 2020

By the Board of the Town of Richfield

Margaret Burrows

Margaret Burrows, Town Chair

Ronald Burrows

Ronald Burrows, Supervisor I

Gary Lueck

Gary Lueck, Supervisor II

Attest:

Tanya Burrows
Tanya Burrows, Clerk

