

**Town of Holland, Sheboygan County, Wisconsin**  
**Board of Review Meeting Agenda**

**Date:** Wednesday, May 20, 2026 **Time:** 5:00pm to 7:00pm

**Location:** Holland Town Hall, W3005 County Road G, Cedar Grove WI 53013

1. Call Board of Review (BOR) to order and meeting recording announcement.
2. Roll call.
3. Confirmation of appropriate BOR and Open Meetings notices.
4. Select a Chairperson for BOR.
5. Select a BOR Vice-Chairperson.
6. Adopt meeting agenda as official order of business.
7. Minutes of previous meetings on October 8, October 15, and November 5, 2025 addressed for approval.
8. Verify that at least one BOR member has met the mandatory training requirements.
9. Verify that the Town has an ordinance for the confidentiality of income and expense information provided to the Assessor under state law (Wis. Stat. § 70.47(7)(af)).
10. Review of new laws.
11. Adoption of amendment to policy regarding the procedure for sworn telephone testimony and sworn written testimony.
12. Adoption of policy regarding the procedure for waiver of BOR hearing requests.
13. Review the Assessor's level of assessment (Annual Assessment Report or similar document).
14. Receipt of the assessment roll by the Clerk from the Assessor.
15. Receive the Assessment Roll and sworn statements from the Clerk.
16. Review the Assessment Roll and perform statutory duties:
  - a. Examine the roll,
  - b. Correct description or calculation errors,
  - c. Add omitted property, and
  - d. Eliminate double-assessed property.
17. Discussion/Action – Certify all corrections of error under state law (Wis. Stat. § 70.43).
18. Discussion/Action – Verify with the Assessor that open book changes are included in the assessment roll.

19. Allow taxpayers to examine assessment data.
20. During the first two hours, consideration of:
  - a. Waivers of the required 48-hour notice of intent to file an objection when there is good cause,
  - b. Requests for waiver of the BOR hearing allowing the property owner an appeal directly to the circuit court,
  - c. Requests to testify by telephone or submit a sworn written statement,
  - d. Subpoena requests, and
  - e. Act on any other legally allowed or required BOR matters.
21. Review Notices of Intent to File Objection.
22. Proceed to hear objections, if any and if proper notice/waivers given, unless scheduled for another date.
23. Consider/act on scheduling additional BOR Date(s).
24. Adjourn (to future date if necessary).

Posted by Clerk-Treasurer Janelle Kaiser on May 12, 2026 by 1:00pm in the following locations:

Holland Town Hall at W3005 County Road G, Cedar Grove, WI 53013 and on the Town's website at [www.townofholland.com](http://www.townofholland.com).

Notice is hereby given that a quorum of the Holland Town Board, any of its committees, and/or the Holland Plan Commission may be present at this meeting.

Any person wishing to attend the meeting requiring accommodation due to a disability should contact the Town office by phone at (920) 668-6625 or by email at [clerk-treasurer@hollandwi.gov](mailto:clerk-treasurer@hollandwi.gov) at least 72 hours prior to the meeting.