

**Village of Plain  
Board of Review  
May 15, 2013**

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Members present: The following members were present: Stephanie Box; John Dischler; Walter Gerber; Janet Kraemer; Kevin Kraemer; Raymond Ring; and, Sheila Tafs.

Others present: Hallie Wendorff, Village Assessor

Clerk/Treasurer Tafs convened the Board at 6:00 p.m.

Notice of Publication and Posting of the Board of Review was done in the following manner: Home News on April 17, 2013; notices were also posted on the front door of the Municipal Building; at the Plain Post Office; The Peoples Community Bank; and, Phil's Foods on April 17, 2013.

Kevin Kraemer motioned to elect Janet Kraemer to serve as chairman of the Board of Review. Ring seconded. Motion carried.

Ray Ring, Janet Kraemer and Sheila Tafs are Board of Review certified for this year's Board of Review. The Board was in compliance with Department of Revenue requirements.

Wendorff signed the Affidavit of Assessment, and Clerk/Treasurer Tafs witnessed the signature and accepted the Assessment Roll.

There were two open book changes. There were three doomage assessments; Sam's Place, AnneMarie's Garden Café, and Jason Schluter Construction.

The Village has been in compliance with the Department of Revenue (DOR) since the last revaluation in 2005. To be in compliance, a municipality needs to have a 90-110% ratio. In 2012, the Village's ratio was 106%.

Assessor Wendorff reviewed the details of the newly DOR required Assessor's Report Binder. The board then reviewed the extensive report. Another new DOR requirement is to have digital records of each property. Clerk/Treasurer Tafs had a community service worker scan the images at no cost to the Village.

The 2013 assessment roll was reviewed by the board. The board reviewed 2012 residential sales, reports and assessment adjustments.

There were no appellants.

Gerber motioned to adjourn the meeting at 8:00 p.m. Janet Kraemer seconded. Motion carried.

Sheila Tafs  
Clerk/Treasurer