

**Minutes | May 12th, 2025 | 7:00 PM | Village Hall**  
**2025 Board of Review (BOR) First Meeting**



*NOTE: Immediately following the recess of the first 2025 Board of Review (BOR) meeting, the May Board of Trustees meeting will convene.*

1. President Mark Schall called the 2025 BOR to Order at 7:00 PM.
2. Roll Call: President Mark J. Schall, Public Works Trustee #1 Paul Schroeder, Water & Wastewater Trustee #2 Rick Cermak, Constable Trustee #3 Constable, Treasurer Robert E. O'Brien, Clerk Dori A. Panthofer  
 Excused: Assessor Jim Henke

Public attendees:

Rick Henning	88 N Vincennes
Rondi Rork	545 Cross Creek
Jeff Leavell & Georgia Herrera	301 N Vincennes Cr
Lisa Englander & Bruce Peppich	3621 N Bay Dr
Tiffany Behrends & Lilaj Behrends	312 N Vincennes Cir
Roger & Connie Mellem	116 S Vincennes
Caroline Jung	221 N Vincennes Cir

3. The Clerk tested and verified the Zoom audio was working and confirmed that the Board of Review was being recorded.
4. Confirmation of appropriate BOR and Open Meeting notices: Clerk Panthofer confirmed that the legal notice appeared in the Journal Times on April 7th, 2025 and is scheduled to appear again on May 16th, 2025. The 2025 BOR Notice was posted on the Village website and on the bulletin board at Village Hall on April 7th, 2025. The agenda and a reminder were posted on the Village website and on the bulletin board at Village Hall on May 9th, 2025.
5. Select a Chairperson for the BOR: Treasurer O'Brien nominated President Schall to serve as Chair the 2025 BOR and Trustee Schroeder seconded the nomination. All in favor, none opposed. Motion carried.
6. Select a BOR Vice-Chair: President & Chairman Schall nominated Constable Castellano as Vice Chair and Trustee Schroeder seconded the nomination. All in favor, none opposed. Motion carried.
7. Verify that at least one BOR member has met the annual mandatory training requirements. Clerk Panthofer verified that Treasurer O'Brien completed the training on May 12th, 2025 and Clerk Panthofer completed the training on May 1st, 2025. Notarized affidavits are on file and the training was recorded in the WI DOR database. Hard copies are on file.
8. A motion to recess 2025 Board of Review first meeting until 5PM on Monday, June 16th, 2025 at Village Hall was made by Constable & Vice Chair Castellano and seconded by Trustee Cermak. All in favor, none opposed. 2025 BOR First Meeting recessed at 7:04 PM.