



# City of Manitowoc

900 Quay Street  
Manitowoc, WI 54220  
www.manitowoc.org

## Meeting Minutes

### Board of Review

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Tuesday, October 28, 2025

5:00 PM

Common Council Chambers

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#### 1. Reconvene meeting

Acting Chair Eric Sitkiewitz called the Board of Review to order at 5:00 p.m. with public notice given in accordance with Wisconsin Statutes.

#### 2. Roll Call

**Present:** 7 - Nickels, Reed, Cummings, DeBaets, Sitkiewitz, Schlei and Norell

#### 3. Approval of Minutes

[25-0771](#) Minutes of Board of Review, May 15, 2025

**Moved by Schlei, seconded by Cummings, that the Minutes be approved. The motion carried by the following vote:**

**Aye:** 7 - Nickels, Reed, Cummings, DeBaets, Sitkiewitz, Schlei and Norell

#### 4. Verify notice of meeting publication

[25-0772](#) Notice of meeting published in Manitowoc Herald Times Reporter on April 15, 2025 and July 28, 2028

City Clerk verified that this was published and posted.

#### 5. Verify City has an ordinance for the confidentiality of income and expense information provided to the assessor under state law (Wis. Stat. § 70.47(7)(af); Municipal Code Section 23.140

[25-0773](#) Manitowoc Municipal Code 23.140

City Clerk verified that this ordinance is in effect.

#### 6. City Attorney reviews role and duties of members of the Board of Review, and procedures to be followed.

City Attorney Eric Nycz explained the role and duties of the members of the Board of Review and went over procedures to be followed. He reminded the Board that he represents the Board of Review and not the Assessor.

#### 7. Receipt of Assessment Roll by Clerk From Assessor

Assessor presented City Clerk with roll.

**8. Receive the assessment roll and sworn statement of Assessor**

Assessor presented City Clerk with Assessor's Affidavit, affirming the roll is correct to the best of the Assessor's knowledge.

**9. Annual assessment report by assessor, current level of assessment, and review of uniform standards regulating assessors**

This year the Assessor conducted a re-evaluation of all properties, to ensure they are at 100% market value. The average change was an increase of 23%, though some properties increased more, some less, and some even decreased. The Assessor analyzed recent sales, visited every property, based on their contract with the City, and verified the information, based on the best information the Assessor had. The Assessor used the sales data from the last two years to determine market conditions and applied those to properties throughout the city.

**10. Examine the roll.****11. Certify any corrections of error under State Statute §70.43.**

Assessor reported that there is one (1) Correction of Error by Assessors. It is a correction of parcel 813-202-222, owned by Paul & Kathleen Mix, 3920 Fleetwood Drive. There was a half bath on the record last year that the property doesn't have. The assessor did verify that it wasn't there this year. This results in a \$4,500 decrease in value from last year. Based on last years Mill Rate, that would result in a \$80.06 overcharge.

**A motion was made by Schlei, seconded by Cummings, to certify the change.  
The motion carried by the following vote:**

**Aye:** 7 - Nickels, Reed, Cummings, DeBaets, Sitkiewitz, Schlei and Norell

**12. Verify with Assessor that open book changes are included in the assessment roll.**

Assessor verified that all open book changes are included in the assessment roll.

**13. Allow taxpayers to examine assessment data.****14. Review waivers of the required 48-hour notice of intent to file an objection, when there is good cause.**

City Clerk reported that there are none.

**15. Review requests for waiver of Board of Review hearing allowing property owner to appeal directly to Circuit Court.**

City Clerk reported that Agree Limited Partnership c/o Wal-Mart Real Estate Business Trust requested a waiver of the Board of Review hearing allowing the property owner to appeal directly to Circuit Court.

A motion was made by Reed, seconded by Schlei, to approve the waiver. The motion carried by the following vote:

Aye: 7 - Nickels, Reed, Cummings, DeBaets, Sitkiewitz, Schlei and Norell

**16. Review requests to testify by telephone/Zoom or submit sworn written statement, subpoena requests, and act on any other legally allowed Board of Review matters.**

[25-0775](#) Objection and letter from Pamela Farris, 815 Dueno Ct., parcel #396-002-140

Moved by Schlei, seconded by Norell, that this Report be placed on file. The motion carried by the following vote:

Aye: 7 - Nickels, Reed, Cummings, DeBaets, Sitkiewitz, Schlei and Norell

**17. Review any Notices of Intent to File Objection.**

These are reflected in the Hearing Schedule.

**18. Hear objections to assessments**

Hearing Schedule:

- 5:15 p.m. - Benedict Marx, 935 N. 9th St., parcel #585-004-190
- 5:30 p.m. - Dennis Bruechert, 1401 Clark St., parcel #000-210-010
- 5:45 p.m. - Agree Limited Partnership, 4115 Calumet Ave., parcel #836-203-020
- 6:00 p.m. - Brittany Schuh-Vanderweele, 827 Hawthorne Ter., parcel #681-001-071
- 6:20 p.m. - John Schroeder, 4427 Ray St., parcel #559-013-090

**5:15 p.m. - Benedict Marx, 9345, N 9th Street, parcel #585-004-190.**

Brett Marx appeared before the Board of Review as the agent for Benedict Marx.

Property Owner: Benedict Marx, 7116 Village Drive, Whitelaw, WI 54247

City Assessor and Brett Marx were sworn in by the City Clerk. This objection was entered into the record for parcel 585-004-190 in the City of Manitowoc. Assessed valuation of this parcel is Land: \$22,000; Improvements: \$46,000; for a total of \$68,000. Per objection form, property owner believes that the property should be assessed at \$34,700.

According to procedure, the property owner should be heard first.

Brett Marx provided oral testimony and photos before the Board and answered questions.

City Assessor offered oral testimony and presented the Board with

comparable properties.

**Moved by Mayor Nickels, seconded by Norell, exercising its judgment and discretion, pursuant to Wis. Stat. 70.47(9)(a), that the Assessor's valuation is correct. The motion carried by the following roll call vote:**

**Aye: 7 - Cummings, Debaets, Sitkiewitz, Schlei, Norell, Nickels, Reed**

City Clerk hand delivered the Notice of Board of Review Determination to Brett Marx.

**5:30 p.m. - Dennis Bruechert, 1401 Clark Street, parcel #000-210-010**

Dennis Bruechert appeared before the Board of Review.

Property Owner: Dennis Bruechert, 1401 Clark Street, Manitowoc, WI 54220

Dennis Bruechert was sworn in by the City Clerk.

This objection was entered into the record for parcel 000-210-010 in the City of Manitowoc. Assessed valuation of this parcel is Land: \$18,500; Improvements: \$88,000; for a total of \$106,500. Per objection form, property owner believes that the property should be assessed at \$78,500.

According to procedure, the property owner should be heard first.

Dennis Bruechert provided oral testimony before the Board and answered questions.

City Assessor offered oral testimony and presented the Board with comparable properties.

**Moved by Mayor Nickels, seconded by Schlei, exercising its judgment and discretion, pursuant to Wis. Stat. 70.47(9)(a), that the Assessor's valuation is correct. The motion carried by the following roll call vote:**

**Aye: 7 - Cummings, Debaets, Sitkiewitz, Schlei, Norell, Nickels, Reed**

City Clerk hand delivered the Notice of Board of Review Determination to Dennis Bruechert.

**5:45 p.m. - Agree Limited Partnership, 4115 Calumet Avenue,  
parcel #836-203-020**

This appeal is going directly to Circuit Court.

**6:00 p.m. - Brittany Schuh-Vanderweele, 827 Hawthorne  
Terrance, parcel #681-001-071**

City Clerk reported that the property owner called today stating they would not be able to make the hearing.

**Moved by Schlei, seconded by Cummings, to place on file. The motion carried by the following vote:**

**Aye: 7 - Cummings, Debaets, Sitkiewitz, Schlei, Norell, Nickels,  
Reed**

**6:20 p.m. - John Schroeder, 4427 Ray Street, parcel  
#559-013-090**

John Schroeder appeared before the Board of Review.

Property Owner: John & Joanne Schroeder, 4227 Ray Street,  
Manitowoc, WI 54220

John Schroeder was sworn in by the City Clerk.

This objection was entered into the record for parcel 559-013-090 in the City of Manitowoc. Assessed valuation of this parcel is Land: \$20,000; Improvements: \$213,000; for a total of \$233,000. Per objection form, property owner believes that the property should be assessed at \$200,000.

According to procedure, the property owner should be heard first.

John Schroeder provided oral testimony before the Board and answered questions.

City Assessor offered oral testimony and presented the Board with comparable properties.

**Moved by Mayor Nickels, seconded by Schlei, exercising its judgment and discretion, pursuant to Wis. Stat. 70.47(9)(a), that the Assessor's valuation is correct. The motion carried by the following roll call vote:**

**Aye: 7 - Cummings, Debaets, Sitkiewitz, Schlei, Norell, Nickels, Reed**

City Clerk hand delivered the Notice of Board of Review Determination to John Schroeder.

Acting Chair Sitkiewitz called a recess at 6:49 p.m.

Acting Chair Sitkiewitz called the meeting back from recess at 6:59 p.m.

**19. Consider scheduling additional Board of Review dates, if needed.**

No additional meetings needed.

**Moved by Mayor Nickels, seconded by Schlei, to approve the roll. The motion carried by the following roll call vote:**

**Aye: 7 - Cummings, Debaets, Sitkiewitz, Schlei, Norell, Nickels, Reed**

**20. Adjournment**

**A motion was made by Schlei, seconded by DeBaets, that this meeting adjourn sine die at 7:00 p.m. The motion carried by the following vote:**

**Aye:** 7 - Nickels, Reed, Cummings, DeBaets, Sitkiewitz, Schlei and Norell