

**REAL ESTATE APPRAISERS  
APPLICATION ADVISORY COMMITTEE  
WEB/VIRTUAL MEETING MINUTES  
March 12, 2014**

**PRESENT VIA GOTOMEETING:** Thomas Kneesel, Frank Hopp

**EXCUSED:** David Wagner, Gary Gruenisen

**ABSENT:** Marla Britton

**STAFF:** Tom Ryan, Executive Director; Pam Stach, Legal Counsel; Daniel Agne, Bureau Assistant; and other Department staff

**CALL TO ORDER**

The meeting was called to order at 10:06 A.M.

**ADOPTION OF AGENDA**

**Amendments:**

- **ADD** Item I.11 – Stephen Biedermann
- **ADD** Item I.12 – Mark Willborn
- **REMOVE** Item I.2 – Kyle Bjerke
- **REMOVE** Item I.4 – Matthew Hoefing

**MOTION:** Frank Hopp moved, seconded by Thomas Kneesel, to adopt the agenda as amended. Motion carried unanimously.

**APPROVAL OF MINUTES**

**MOTION:** Frank Hopp moved, seconded by Thomas Kneesel, to approve the minutes of January 22, 2014 as published. Motion carried unanimously.

**ADMINISTRATIVE UPDATES**

**APPOINTMENT OF LIAISONS, ALTERNATES, AND DELEGATES**

**CREDENTIALING LIAISON AND EDUCATION APPROVAL AUTHORITY**

**MOTION:** Thomas Kneesel moved, seconded by Frank Hopp, to appoint Frank Hopp as the Credentialing Liaison, which includes education approval authority. Motion carried unanimously

## **CLOSED SESSION**

**MOTION:** Frank Hopp moved, seconded by Thomas Kneesel, to convene to Closed Session to deliberate on cases following hearing (§ 19.85(1) (a), Stats.); to consider licensure or certification of individuals (§ 19.85 (1) (b), Stats.); to consider closing disciplinary investigations with administrative warnings (§ 19.85 (1) (b), Stats. and § 440.205, Stats.); to consider individual histories or disciplinary data (§ 19.85 (1) (f), Stats.); and to confer with legal counsel (§ 19.85 (1) (g), Stats.). The Vice Chair read the language of the motion aloud for the record. The vote of each member was ascertained by voice vote. Roll Call Vote: Frank Hopp - yes; Thomas Kneesel - yes Motion carried unanimously.

The Board convened into Closed Session at 10:32 A.M.

## **RECONVENE TO OPEN SESSION**

**MOTION:** Frank Hopp moved, seconded by Thomas Kneesel, to reconvene in Open Session at 11:06 A.M. Motion carried unanimously.

## **REVIEW AND CONSIDERATION OF APPLICANTS' APPRAISAL EXPERIENCE AND APPRAISAL REPORTS, OR ANY RECEIVED AFTER PREPARATION OF THE AGENDA**

### **BENJAMIN BARES**

**MOTION:** Thomas Kneesel moved, seconded by Frank Hopp, to recommend approval of the appraisal reports, as being in compliance with USPAP requirements. Motion carried unanimously.

### **KYLE BJERKE**

**MOTION:** Thomas Kneesel moved, seconded by Frank Hopp, to table this matter for a future meeting. Motion carried unanimously.

### **PIERCE BUCHINGER**

**MOTION:** Thomas Kneesel moved, seconded by Frank Hopp, to table this matter for a future meeting. Motion carried unanimously.

### **MATTHEW HOEFING**

**MOTION:** Thomas Kneesel moved, seconded by Frank Hopp, to table this matter for a future meeting. Motion carried unanimously.

### **ASHLEY LIEBHAUSER**

**MOTION:** Thomas Kneesel moved, seconded by Frank Hopp, to recommend approval of the appraisal reports, as being in compliance with USPAP requirements, and to provide coaching comments. Motion carried unanimously.

**DEBRA MERCIER**

**MOTION:** Frank Hopp moved, seconded by Thomas Kneesel, to recommend approval of the appraisal reports, as being in compliance with USPAP requirements. Motion carried unanimously.

**CURT NUSHART**

**MOTION:** Frank Hopp moved, seconded by Thomas Kneesel, to recommend approval of the appraisal reports, as being in compliance with USPAP requirements, and to provide coaching comments. Motion carried unanimously.

**HEATHER POSTHUMA**

**MOTION:** Thomas Kneesel moved, seconded by Frank Hopp, to recommend approval of the appraisal reports, as being in compliance with USPAP requirements. Motion carried unanimously.

**HEIDI ZAHN**

**MOTION:** Frank Hopp moved, seconded by Thomas Kneesel, to table this matter for a future meeting. Motion carried unanimously.

**STEPHANIE ZIELKE**

**MOTION:** Thomas Kneesel moved, seconded by Frank Hopp, to recommend approval of the appraisal reports, as being in compliance with USPAP requirements. Motion carried unanimously.

**STEPHEN BIEDERMANN**

**MOTION:** Frank Hopp moved, seconded by Thomas Kneesel, to recommend denial of the appraisal reports, for the purpose of AQB compliance for the registry. **Reason for Denial:** Reports do not meet USPAP Standards 1 and 2 as set forth in the appraisal review reports for each property. Motion carried unanimously.

**MOTION:** Frank Hopp moved, seconded by Thomas Kneesel, to refer the above matter to the Division of Legal Services and Compliance (DLSC). Motion carried unanimously.

**MARK WILLBORN**

**MOTION:** Thomas Kneesel moved, seconded by Frank Hopp, to recommend approval of the appraisal reports, as being in compliance with USPAP requirements. Motion carried unanimously.

**VOTE ON ITEMS CONSIDERED OR DELIBERATED UPON IN CLOSED SESSION,  
IF VOTING IS APPROPRIATE**

**MOTION:** Frank Hopp moved, seconded by Thomas Kneesel, to affirm all Motions made and Votes taken in Closed Session. Motion carried unanimously.

**ADJOURNMENT**

**MOTION:** Thomas Kneesel moved, seconded by Frank Hopp, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 11:06 A.M.