CITY OF NEW BERLIN
LANDMARKS COMMISSION - MINUTES
Thursday, May 19, 2022

Regular Meeting	**Conference Room AB**	**6:30 PM**

Please note: Minutes are unofficial until approved by the Landmarks Commission at the next regularly scheduled meeting. All votes were taken via a voice roll call vote.

CALL TO ORDER

The meeting was called to order at 6:30 PM by Chairperson DeMoss.

ROLL CALL; DECLARATION OF QUORUM; PUBLIC NOTICE

Present: Chairperson DeMoss, Alderwoman Charlotte Kroupa, Commissioners Ament, Marquardt, Orzel, Tyskiewicz, and Warczak.

Excused: Commissioners Hemmen and Hermann.

Guest: Kailey Eggie, City Liaison for Tourism and Social Media.

Introductions of Guest, Kailey Eggie, and newly-elected Aldermanic Liaison, Charlotte Kroupa to the Commissioners.

APPROVAL OF MINUTES

ITEM: March 17, 2022 Meeting Minutes

MOTION: Motion to approve the March 17, 2022 Meeting Minutes with a correction to **Communications**. Second sentence should begin, “It was brought to our attention,” rather than, “It was been brought to our attention…”

VOTE: Motion by: Commissioner Tyskiewicz
Second by: Commissioner Orzel
Motion passed unanimously. Three commission members needed to vote “present,” as they were not in attendance at the March 17, 2022 meeting: Alderwoman Kroupa, Commissioners Tyskiewicz and Warczak.

TREASURER'S REPORT

A. Treasurer/Commissioner Warczak reported that we have $1960.00 remaining in this year’s budget after paying the dues of $40.00 for WAHPC membership. Treasurer/Commissioner Warczak will put Alderwoman Kroupa’s name and email address on the WAHPC list for mailings.
B. Treasurer/Commissioner Warczak received an updated invoice from the Streets Department for the Arcadian Hills Residential Historic District signage for $600.00. Because we had passed a motion in 2021 that the cost should not

exceed $500.00, a motion was made to take the full payment amount out of this year's budget.

VOTE: Motion by: Commissioner Marquardt
Second by: Commissioner Tyskiewicz
Motion passed 7-0.

COMMUNICATIONS

ITEM: Chairperson's Report —Update on Cornfalfa Farms sign status
Chairperson DeMoss reported that our sign at Cornfalfa Farms was taken down by the construction team working on the Waukesha Water System. The sign has now been repaired and put back up.

OLD BUSINESS

ITEM: Property for Landmark consideration: Milwaukee Astronomical Society Observatory, Observatory Rd—

Item #1 - Should now be **"Properties for Consideration for Informational Markers," and should include the Milwaukee Astronomical Society Observatory, Observatory Road – (Commissioner Marquardt), as well as the other 6 properties under consideration. (SEE NEXT ITEM)**

ITEM: Properties for Landmark consideration as "Informational Markers": Casper Inn/Alida's Asia House; Little
Grove; Tacl Roadhouse; Governor Julius Heil home; S. Calhoun Road Site of Round Barn; Lincoln Road

ITEM: Future overview of Landmark procedures following final review of Cultural and Historic Resources
Chapter 4, Comprehensive Plan
(Carried over to future meeting)

ITEM: Status update by Chair DeMoss on Arcadian Hills Residential Historic District signage Chairperson DeMoss reports that signage has been put in place.—input and Updated invoice (Commissioner Warczak)
(See Treasurer's Report for updated invoice information.)

ITEM: Cultural & Historic Resources Chapter 4, Comprehensive Plan, City of New Berlin: Liaison Kelly W, DCD. Chair DeMoss: status update of revised document with inclusion of Cutler/Kern/Kimball Homestead City of New Berlin Landmark and Arcadian Hills Residential Historic District informational listing; update on recent pictures of Little Grove School and Nicolaus Barn

A. Chairperson DeMoss handed out a packet of the changes to be made to Chapter 4 as worked on by Landmarks Commission members over a series of work sessions. All Commissioners should proofread these changes for the next meeting.
B. This item will be on our meeting agendas for the June and July meetings of the Landmarks Commission, and then the document will be given to the city's

DCD Department – (Liaison Kelly W.) in August for the changes to be incorporated.

C. The Landmarks Commission will review the final copy of this document from the city before signing – off on it, and before it is incorporated into the city's website.
D. Chairperson DeMoss showed updated photos of Little Grove School and the Nicolaus Barn that will be part of the Chapter 4 descriptions.

ITEM: Spring (Third) Virtual Historic New Berlin Trivia Challenge (Farming Theme); tie-in to the New Berlin Farmer's Market with possible coupon to use at the Market (Commissioner Orzel)

A. Commissioner Orzel has completed an interesting and well-organized online presentation of the Farming Theme Trivia Challenge, including wonderful photos.
B. Commissioner Orzel ran into issues downloading any photos from the city's website or photos of the city found through Google, without needing to obtain copyright permission. Our guest, Kailey Eggie, City Liaison for Tourism and Social Media, will research why this is happening and work with Commissioner Orzel to rectify this in the future.
C. A discussion ensued as to if we should have prizes for trivia participants, possibly tied into the New Berlin Farmer's Market to carry through with the farming theme. It was decided not to pursue this at this point.
D. Commissioner Orzel plans a "staggered approach," as was used with the last trivia challenge, for the release of this current challenge, with having the New Berlin Library release it online first, followed by the New Berlin Historical Society, and then the city's New Berlin Notes. The releases will occur as soon as possible in May for a tie-in with our state's Historic Preservation Month.

ITEM: Replacement of Prospect Hill Settlement and Historic District sign, original $400 estimate from National Sign Company for replacement sign; update from Commissioners Marquardt & Ament.

A. The $400.00 cost was paid in December, 2021.
B. The proof of the sign was sent to all commissioners, but several changes needed to be made, and National Sign Company has not yet sent the updated proof. Commissioner Marquardt will check on this.

ITEM: Landmarks Commission involvement in June 19, 2022 Historical Society Open House event; ideas to be discussed

A. Because this date is coming up rather quickly, we will carry this item on to future agendas to pursue this at other Open House events.
B. Commissioner Ament suggested that if the Landmarks Commission intends to have a "booth presence" at city events, we should look into a pull-up display of photos of the Landmarked houses and buildings….a good educational tool to familiarize the public with New Berlin's history and historically-important structures/districts.

ITEM: 2022—Review of draft letter to be sent to current Landmark owners
(To be reviewed at a future date)

ITEM: 2022—Plan to feature Landmarks Commission regularly in City of New Berlin "New Berlin Notes".
(To be considered at a future date)

ITEM: Survey on re-scheduled Landmarks delayed Christmas Gathering: July 21, 2022—outdoor venue if possible.
Abbreviated July 21, 2022 meeting – to enjoy a "Christmas in July" gathering of Commissioners and their guests at Armeli's – outdoors, if possible.

NEW BUSINESS

ITEM: New Landmark—Woelfel Road home; 3820 S. Woelfel Road; Home, Barn and Oubuildings.

A. Owner is Roger Woelfel. Contact person is his daughter, Diane Keller, who has written a short history of the property. It was originally known as the Imig- Woelfel House.
B. A motion was made to move forward on this as the homeowners are very enthusiastic concerning Landmark status, and the property is well-maintained and virtually unchanged.

VOTE: Motion by: Commissioner Ament
Second by: Commissioner Warczak
Motion passed 7-0

C. A discussion ensued concerning the presentation of bronze plaques for display by Landmark owners.

1. The current action is to allow homeowners to request plaques if wanted, as some do not wish to display them on the house and have the public approach the house to read the sign. The use of QR Codes has been encouraged for privacy: scanning the QR Code with a phone will take the interested party to the place on the city website that describes that property.
2. Because of the expense of the bronze plaques and the small budget of our Landmarks Commission, homeowners requesting plaques will have to agree to pay half of the cost.

ITEM: List of potential upcoming agenda items

A. Review of Chapter 4 changes.
B. Landmark Status for the Imig – Woelfel Property.

NEXT MEETING DATE

ITEM: June 16, 2022, 6:30 pm, Meeting Room A/B, New Berlin City Hall or via Zoom format

ADJOURN

ITEM: Motion to Adjourn at 8:17 PM.

VOTE: Motion by: Commissioner Warczak
Second by: Commissioner Ament
Motion passed 7-0

Respectfully Submitted,

Jennifer Tyskiewicz
Secretary, Landmarks Commission