



Landmarks Commission MEETING MINUTES

June 15, 2023 - 6:30 PM
Conference Room A/B
3805 S. Casper Drive

Please note: Minutes are unofficial until approved at the next regular scheduled meeting.

DRAFT – NOT OFFICIALLY “PASSED”

CALL TO ORDER.

Chairperson DeMoss called the meeting to order at 6:31 PM.

Roll Call; Declaration of Quorum; Public Notice.

Present: Chairperson DeMoss, Commissioners Ament, Doyle, Kahlfeldt, Marquardt, Orzel, Tyskiewicz and Warczak.

Excused: Alderman Scott La Fever.

I. APPROVAL OF MINUTES.

May 18, 2023 Landmark Commission Minutes.

MOTION: Motion to Approve.

VOTE: Motion by Commissioner Kahlfeldt.

Second by Commissioner Marquardt.

Motion passed unanimously with a vote of “Present” by Commissioner Doyle due to her excused absence at the May 18, 2023 meeting.

2. TREASURER’S REPORT – Commissioner Warczak.

Treasury balance remains at \$1960.00.

3. COMMUNICATIONS – Chairperson’s Report.

Chairperson DeMoss passed around a communication from the Menomonee Falls Historical Museum, giving the dates of Old Falls Museum programming.

4. OLD BUSINESS.

A. Properties for Landmark consideration as “Informational Markers” - **STATUS PENDING.**

B. Future overview of Landmarks Procedures – **STATUS PENDING.**

C. Cultural and Historic Resources Chapter 4 – **STATUS PENDING.**

D. Final Report on Fifth Virtual Historic New Berlin Trivia Challenge – Commissioner Orzel.

1. Commissioner Orzel passed out a sheet reflecting the challenge in its entirety for the month of May, with additional promotions of it by the Library, New Berlin Notes, and the State of Wisconsin Historical Society.
2. Although the number of participants was not the highest that we have had in previous challenges, participation was favorable in comparison with many of the Library's trivia challenges.
3. Commissioners Warczak and Kahlfeldt have explored the option, mentioned in last month's minutes, of trying a Scavenger Hunt in October in place of having the "Haunted New Berlin" Trivia Challenge.
 - a. We will likely team with the Park and Rec Dept. for a Scavenger Hunt that will run for the month of October, and involve questions about the 4 Historic Cemeteries in New Berlin.
 - b. Commissioners are asked to send Commissioner Warczak several questions, within the next two weeks, that participants would need to answer as part of the Scavenger Hunt. Small gifts, such as New Berlin Christmas ornaments or New Berlin Almanac leaflets, could be given to participants who submit the correct answers.
4. Commissioner Warczak is also working with the Park and Rec Dept. to participate on a "tour bus" of 50 people that would visit the 4 Historic Cemeteries on a date in October. Two Landmarks Commissioners would serve as "tour guides" using a script and pointing out notable facts at each of the 4 stops.

E. Discussion of Updated "Electronic Listing" of Landmarks and Updated Brochure.

1. Chairperson DeMoss has verified that we need to send the additional information to be put on the website, concerning any of the Landmarks, to the Clerk's office, as we would for the initial Landmarking procedure. Additional errors in the listing of the Landmarks on the City's Website still need to be corrected.
2. Commissioners were asked to choose one or two of the Landmarks that will have enhanced information linked from their QR Codes on posts at the site, to the City Website, and research that additional information by September.
3. While new brochure hand-outs of the Landmarks are prepared, the older version will still be handed out. Each Commissioner was given copies of the old brochure to make additions/corrections to before the next meeting.

F. Participation in Open Houses at Historical Park – Commissioners are needed to staff a table at the Open Houses July 16 and September 10, 2023.

5. NEW BUSINESS.

- A. "Failing Landmarks Signage" – Commissioners are asked to take note of any faded Landmark signage, such as at New Berlin Center Cemetery, so that work can be scheduled to restore the signs.**
- B. Proposed plan to replace the flat porch roof at the Sprengel House – Historical Park Commissioner Ament.**

1. Commissioner Ament explained that the flat porch roof on the Sprengel House has caused the wood to rot around the window frames that rest on it.
2. The plan is to slightly pitch that area of the porch roof for better water flow.
3. The old shingles will be replaced with a bronze-colored metallic “shingle,” as metal roofs were common in the 1930’s when the porch was added to the house. Thus, this plan would be in keeping with the stylistic and “materials-used” elements of that period of time.

MOTION: Motion to Approve the Fixing of the Sprengel House Porch Roof.

VOTE: Motion by Commissioner Doyle.
Second by Commissioner Tyskiewicz.
Motion passed unanimously.

6. NEXT MEETING DATE: JULY 20, 2023 at 6:30 PM in City Hall Conference Room A/B.

7. ADJOURN:

MOTION: Motion to adjourn at 8:28 PM.

VOTE: Motion by Commissioner Warczak.
Second by Commissioner Marquardt.
Motion passed unanimously.

Respectfully submitted,
Jennifer Tyskiewicz
Landmarks Commissioner Secretary