

Landmarks Commission MEETING AGENDA



October 19, 2023 - 6:30 PM
Conference Room A/B
3805 S. Casper Drive

Posted 10/17/2023

AGENDA

1. **CALL TO ORDER**
2. **INTRODUCTION OF GUESTS**
3. **ROLL CALL; DECLARATION OF QUORUM; PUBLIC NOTICE**
4. **APPROVAL OF MINUTES**
 - A. September 21, 2023 Landmarks Commission draft Minutes
5. **TREASURER'S REPORT - Cheryl Warczak**
6. **COMMUNICATIONS - Chairperson Lori Doyle**
7. **OLD BUSINESS**
 - A. *Properties for Landmark consideration as "Informational Markers:"
Governor Julius Heil home: Commissioner Kahlfeldt
Little Grove school: Commissioner Marquardt;
Miller property on S. Moorland Rd (Barn foundation exists): Commissioner Ament;
New Berlin Soap Box Derby Grounds: Commissioner Marquardt
S. Calhoun Road—Site of Round Barn (Future Autumn Trace Subdivision): Commissioner Doyle;
Possible other historic schools

*NOTE: As informational write-ups are complete the Commission will initiate the process to create Informational Landmarks for each of the remaining above-listed entities. QR Codes will be placed on or near any previously placed signs
 - B. * Cultural & Historic Resources Chapter 4, Comprehensive Plan, City of New Berlin: Liaison Kelly W, DCD. Final review of revised document (with inclusion of City of New Berlin Cutler/Kern/Kimball Landmark, Imig/Woelfel Landmark, Arcadian Hills Residential Historic District Informational Landmark and confirmed additional Informational Landmarks) to occur when completed document received from DCD.
 - C. * Report by Commissioners Warczak and Kahlfeldt on collaborative Halloween 'Not-So-Haunted' Happenings: Historic Cemetery Picture Hunt and Historical Cemetery Tour.
 - D. * Update of electronic listing of the City's Landmarks and updated Landmarks brochure to be done when proposed Informational Landmarks have been approved by Commission, notifications sent to owners by City Clerk staff, and final approval granted by City of New Berlin Common Council
 - E. * Landmarks Commission participation in Historic Park events—report from Commission Vice-Chair Orzel on 10/8/2023 Historic Park event.
 - F. * Replacement of failing Landmark signs—specifically New Berlin Center Cemetery and others.
 - G. * Veteran's Day Trivia Challenge—Commissioner Orzel.
 - H. * Landmarks Holiday Lights Contest—Commissioner Doyle.
8. **NEW BUSINESS**
 - A. * Commission discussion and vote on the following proposed Informational Landmarks:
—Casper Inn/Alida's/Asia House: write-up submitted by former Commission Chair, Laurie DeMoss
—Hickory Grove School: write-up submitted by Commission Vice-Chairperson Patti Orzel
—Lincoln Road: write-up submitted by Commission Treasurer Jennifer Tyskiewicz

—Milwaukee Astronomical Society Observatory: write-up submitted by former Commission Chair Laurie DeMoss

—New Berlin Hills Golf Course: write-up submitted by former Commission Chair Laurie DeMoss

Following Commission approval, City Clerk's office to be notified, with final approval to be scheduled at an upcoming City Council meeting after proper notices have been sent by the Clerk's office.

- B. * Discussion and vote on proposed Landmarks Commission Meeting time change (ongoing) to 5:30pm
- C. List of potential upcoming agenda items

9. NEXT MEETING DATE

- A. November 16, 2023

10. ADJOURN

Supplemental Information:

- *The meeting agenda and agenda packet are available online at www.NewBerlin.org. The minutes are published online and are approved at the next regularly scheduled meeting.*
- *It is possible that action will be taken on any of the items on the agenda and that the agenda may be discussed in any order.*
- *You may provide comments to the City Clerk via email at CitizenComments@NewBerlin.org. Comments will be forwarded to the Mayor and members of the governing body. Emailed comments are not read during the meeting.*
- *The City of New Berlin strives to host inclusive, accessible meetings that enable all individuals to engage and participate fully. Any person who has a qualifying disability under the Americans with Disabilities Act that requires that the meeting be accessible, please contact City Clerk Rubina R. Medina at (262) 786-8610 or via email at CityClerk@NewBerlinWI.gov at least 48 hours before the scheduled meeting time. Efforts will be made to accommodate the needs of disabled individuals through appropriate aids and/or services.*
- *It is also possible that members of and possibly a quorum of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to in the above notice.*



Landmarks Commission MEETING MINUTES

September 21, 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

I. Meeting called to order by Chairperson DeMoss at 6:34 PM.

Present: Chairperson DeMoss, Alderman La Fever, Commissioners Doyle, Kahlfeldt, Orzel, Tyskiewicz and Warczak.

Excused: Commissioners Ament and Marquardt.

II. Approval of Minutes.

August 17, 2023 Landmarks Commission Minutes.

MOTION: Motion to Approve, with the following correction:

Under **OLD BUSINESS “C/b:”** Change “\$100.00 from our current budget,” to “not to exceed \$100.00 from our current budget,” and change “the \$100.00 check should be made out to The New Berlin Historical Society,” to “the check not to exceed \$100.00 should be made out to The New Berlin Historical Society.”

VOTE: Motion by Commissioner Kahlfeldt.

Second by Commissioner Doyle.

Motion passed unanimously.

III. Treasurer’s Report – Commissioner Warczak.

- A. The 2024 budget’s proposed amount is \$2,000.00 but has not yet been officially approved.
- B. The amount for the 3 books for the “Not So Haunted Happenings” prizes is \$60.00.
- C. With the writing of the \$60.00 check to The New Berlin Historical Society, our current balance in the Treasury is \$1900.00.

IV. Communications Report – Chairperson DeMoss - As this is Chairperson DeMoss’s final meeting following her resignation from the Landmarks Commission, she shared farewell remarks focusing on her time as a Commissioner and Chairperson, and thanking the Commissioners and City Officials for all of the help, guidance, and support given over her 22 years on the Commission. **See Recognition Time following Adjournment.**

V. Old Business.

- A. Properties for Landmark consideration as “Informational Markers.”
 - 1. Write-ups of the Julius Heil House, Casper Inn/Alida’s Alpine Inn/Asia House, Hickory Grove School, Milwaukee Astronomical Society, New Berlin Hills Golf Course, Lincoln Log Road, Round Barn and Wisconsin Cheese and Butter Company

were read and edited.

2. Commissioners can re-work their write-ups for submission at the October 19, 2023 meeting.
- B. Cultural and Historic Resources Chapter 4 – Chairperson DeMoss will check with DCD as to the status of this project.
- C. Update on Collaborative “Not So Haunted Event” with Recreation Department – Commissioners Warczak and Kahlfeldt.
 1. Twenty-nine participants have signed up for the Cemetery Bus Tour on October 7, 2023. There is a maximum of 30 participants. The Recreation Department will check off participants and help to load the bus.
 2. Fourteen participants have enrolled in the “Picture Hunt.” Commissioner Warczak has sent the 13 “answer” photos to the Recreation Department. The Recreation Department will check the participant-submitted photos and handle the prize distribution.
 3. Commissioners Warczak and Kahlfeldt, who are leading the Cemetery Bus Tour, will likely dress in period costumes.
 4. Commissioner Warczak has spoken with Ed Bartz, Streets Department, to see if the signage for the two “church” cemeteries on Racine Avenue could be moved to more visible locations for the bus driver and people interested in finding and touring those cemeteries.
- D. Update on Electronic Listing of Landmarks – Chairperson DeMoss has sent the updates for the website to Ed Bartz, Streets Department, and he has made some of the QR Code updates thus far.
- E. Landmarks Commission Participation in Historical Park Events.
 1. Commissioner Doyle “manned the porch” on September 10, 2023 for the Historical Days Event. She spoke with about 40 – 50 participants and handed out the Landmarks Brochure.
 2. Commissioners Doyle and Orzel plan to participate at the Beer Garden on October 8, 2023.
- F. Replacement of Failing Landmarks Signs – Ongoing Project.
- G. Veteran’s Day Trivia Challenge – Commissioner Orzel – No Report.
- H. Landmarks Holiday Light Contest – Commissioner Doyle – No Report.

VI. New Business.

- A. Election of Officers for the Landmarks Commission.

Proposed Slate of Officers:

Commissioner Doyle – Chairperson

Commissioner Orzel – Vice-Chair

Commissioner Tyskiewicz – Secretary

Commissioner Warczak – Treasurer

**MOTION: To Open Nominations – Commissioner Tyskiewicz.
Second by Commissioner Kahlfeldt.
Call for other Nominations – none given.**

To Close Nominations – Commissioner Tyskiewicz.

Second by Commissioner Kahlfeldt.

VOTE: Motion by Chairperson DeMoss to accept proposed slate.

Second by Commissioner Tyskiewicz.

Motion passed unanimously.

- B. List of Potential Upcoming Agenda items – Possible change to an earlier start time for Landmarks Commission Meetings.

VII. NEXT MEETING: OCTOBER 19, 2023, 6:30 PM CITY HALL CONFERENCE ROOM A/B.

VIII. ADJOURN at 8:45 PM.

Motion by Commissioner Doyle.

Second by Commissioner Warczak.

Motion passed unanimously.

RECOGNITION AND THANKS TO CHAIRPERSON DEMOSS IN HER RESIGNATION FROM THE LANDMARKS COMMISSION. After 22 years on the Landmarks Commission, of which 18 years were spent as the Chairperson of the Commission, Laurie DeMoss will step down in October 2023. A cake and beverage social time was held after the meeting to honor her and thank her for the many years of service and time given to the City of New Berlin.

Respectfully submitted,

Jennifer Tyskiewicz

Landmarks Commission Secretary