

MINUTES OF THE LANDMARKS COMMISSION MEETING
JUNE 20, 2024
CITY HALL
CONFERENCE ROOM A/B

I. Meeting was called to order by Chairperson Doyle at 6:00 PM.

Present: Vice-Chair Orzel, Commissioners Ament, Marquardt, Tyskiewicz and Warczak.

Absent: Alderman Harenda.

II. Declaration of Quorum; Public Notice.

III. Approval of Minutes.

April 18, 2024 Landmarks Commission Minutes.

MOTION: Motion to Approve.

VOTE: Motion by Vice-Chair Orzel.

Second by Commissioner Marquardt.

Motion passed unanimously with the stipulation that Chairperson Doyle will clarify with City Hall that items under VIII. Tabled Business should be designated a – 1 through i – 1.

IV. Communications – Chairperson Doyle – Email communication from City Attorney Mark Blum concerning explanation of what agenda items require a vote was shared with the Commission members.

V. OLD BUSINESS.

A. Landmarking Properties – Status Pending.

B. Replacement of Failing Cemetery Signs.

1. Three corrected signage copies sent to Chairperson Doyle, plus a fourth corrected copy passed out by Vice-Chair Orzel at the meeting, will be sent to Commissioner Ament. These corrected copies represent the four Historic Cemetery signs that will be replaced.

2. Commissioner Ament will work with the sign printing company to obtain a final quote for the July meeting.

C. General Commission Promotion – Status Pending.

VI. NEW BUSINESS.

A. Landmarking Properties.

1. Discussion ensued as to the best way to reach out to potential Landmarks owners: sending a letter to give a basic description of the meaning and stipulations of Landmarking, or a meeting/get-together of current and potential Landmark owners to explain the above items.
2. It was decided that Chairperson Doyle will re-work a letter to potential Landmarks owners, and the Commission will review it at the July meeting.

B. Outreach to Current Landmark Owners – Status Pending.

C. General Commission Promotion.

1. **MOTION: Motion to not appoint a Commission member to prepare quarterly online quizzes.**

VOTE: Motion by Commissioner Tyskiewicz.
Second by Commissioner Warczak.

Motion passed unanimously with the stipulation that previously published quizzes could be used again once the mechanics to remove them from Vice-Chair Orzel's Google account is accomplished.

2. **MOTION: Motion to nominate a Commission member to coordinate in-person outreach opportunities at Historical Park.** Chairperson Doyle volunteered.

VOTE: Motion by Commissioner Warczak.
Second by Commissioner Tyskiewicz.

Motion passed unanimously.

VII. TABLED BUSINESS.

A. Approve informational write-ups for the city website for Landmarked properties.

1. **MOTION: To remove the Julius Heil House write-up from Tabled Business.**

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

Motion passed unanimously.

MOTION: To accept the write-up of the Julius Heil House for the city website.

VOTE: Motion by Commissioner Warczak.
Second by Commissioner Tyskiewicz.

Motion passed unanimously.

2. Casper Inn to remain in Tabled Business pending a re-write.

3. **MOTION:** To remove Hickory Grove School write-up from Tabled Business.

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

Motion passed unanimously.

MOTION: To accept the write-up of Hickory Grove School for the city website.

VOTE: Motion by Commissioner Warczak.
Second by Commissioner Tyskiewicz.

Motion passed unanimously with the stipulation that the mention of the New Berlin Senior Center and Food Pantry be removed.

B. Cultural and Historic Resources Chapter 4 – Status Pending.

VIII. TREASURER’S REPORT – Commissioner Warczak - Treasury stands at \$1960.00.

IX. AGENDA ITEMS FOR NEXT MEETING:

A. Add back the items under **Tabled Business** that were left off of the June agenda: discussion/approval to accept the write-ups of Little Grove School – Commissioner Marquardt; the Miller Property – Commissioner Ament.; New Berlin Soap Box Derby – Commissioner Marquardt; and the Lincoln Log Road – Commissioner Tyskiewicz.

B. Update Historical Park Brochure.

X. NEXT MEETING: July 18, 2024 at 6:00 PM, City Hall Conference Room A/B.

XI. ADJOURN at 7:06 PM.

MOTION: Motion to Adjourn.

VOTE: Motion by Vice-Chair Orzel.
Second by Commissioner Warczak.

Motion passed unanimously.

Respectfully submitted,

Jennifer Tyskiewicz
Landmarks Commission Secretary