

**MINUTES OF THE LANDMARKS COMMISSION MEETING
JULY 18, 2024
CITY HALL
CONFERENCE ROOM A/B**

I. Meeting was called to order by Chairperson Doyle at 6:04 PM.

Present: Chairperson Doyle, Vice-Chair Orzel, Alderman Harenda,
Commissioners Marquardt, Tyskiewicz and Warczak.

Excused: Commissioner Ament.

II. Declaration of Quorum; Public Notice.

III. Approval of Minutes.

June 20, 2024 Landmarks Commission Minutes.

MOTION: Motion to Approve.

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

Motion passed unanimously.

IV. Communications – Chairperson Doyle – No Communications.

V. OLD BUSINESS.

A. Landmarking Properties – Status Pending.

B. Replacement of Failing Cemetery Signs.

1. It was noticed that an email from the sign replacement company referenced the cost for 5 signs, when only 4 need to be replaced, and that the copies of some of the sign wording were not the latest corrected versions.
2. Chairperson Doyle will check with Commissioner Ament, who received the cost estimate, and the City Clerk's Office to rectify this.

C. General Commission Promotion – Status Pending.

VI. NEW BUSINESS.

A. Landmarking Properties – Discussion and Possible Vote on Letter to be Sent to Potential Landmark Targets.

1. A letter prepared by Chairperson Doyle for the 5 potential Landmark's owners was read and discussed.
2. It was decided that the letter be corrected to include the various designations of Landmarking as described on the city's website, as well as a description of resources available to the

Landmark homeowner. This item will be tabled pending above revisions.

MOTION: Motion to Table Letter to Potential Landmark Owners Pending Revision.

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

Motion passed unanimously.

B. Outreach to Current Landmark Owners – Status Pending.

C. Discussion on Updating Historical Park Brochure – Commissioner Tyskiewicz will work on corrections of wording for the updated brochure, with Commissioner Warczak working on the brochure layout.

VII. TABLED BUSINESS.

A. Review and Approval of Updated Write-ups for Properties for Landmark Consideration as “informational” write-ups to be Included on City Website.

MOTION: Motion to move Casper Inn Write-up Out of Tabled Business.

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

MOTION: Motion to Approve Casper Inn Write-up for Inclusion on City Website.

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

MOTION: Motion to move Lincoln Log Road Write-up Out of Tabled Business.

VOTE: Motion by Vice-Chair Orzel.
Second by Commissioner Tyskiewicz.
Motion passed unanimously.

MOTION: Motion to Approve Lincoln Log Road Write-up for Inclusion on City Website.

VOTE: Motion by Commissioner Marquardt.
Second by Alderman Harenda.
Motion passed unanimously.

B. Tabled Items b. Little Grove School, c. Miller Property, and d. New Berlin Soap Box Derby – Status Pending.

C. Cultural and Historic Resources – Chapter 4.

MOTION: Motion to move Chapter 4 Write-up Out of Tabled Business.

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

Motion passed unanimously.

1. Discussion ensued as to if the DCD could print a copy of Chapter 4 with revisions for each Commission member for our final approval.
2. Apparently some questions that DCD had for our Commission to answer about Chapter 4 did not appear on all of the Commissioners' downloads.
3. Chairperson Doyle will clarify these issues with DCD.

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

IX. NEXT MEETING: Due to lack of quorum expected at the **August 15, 2024** Landmarks Commission Meeting, our next meeting will be held on **September 19, 2024 at 6:00 PM in the City Hall Conference Room A/B.** (This is expected to be a longer meeting due to regular business and Chapter 4 revisions being discussed).

X. ADJOURN at 6:46 PM.

MOTION: To Adjourn.

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

Respectfully submitted,

Jennifer Tyskiewicz
Landmarks Commission Secretary