

Landmarks Commission Meeting Agenda

August 21, 2025 6:00 PM

New Berlin City Hall

Conference Room A/B

Published: 8.15.2025

- 1) CALL TO ORDER
- 2) ROLL CALL; DECLARATION OF QUORUM; PUBLIC NOTICE
- 3) APPROVAL OF MINUTES: Thursday, July 17, 2025
- 4) TREASURER'S REPORT
- 5) COMMUNICATIONS
 - A. Report from the Vice-Chair
- 6) OLD BUSINESS
 - A. Replacement of Landmark signs in New Berlin Center, Holy Apostles, Sunny Side and German Evangelical Protestant Cemeteries
 - B. Review of nomination of former Landmarks Commission Chairperson
- 7) NEW BUSINESS
 - A. Letter to Landmark Property Owners
- 8) SET MEETING DATE
- 9) ADJOURNMENT

MINUTES OF THE LANDMARKS COMMISSION MEETING
JULY 17, 2025
CITY HALL
CONFERENCE ROOM A/B

- I. Meeting was called to order by Chairperson Orzel at 6:00 PM.**
Present: Chairperson Orzel, Alderman Harenda, Commissioners Ament, Marquardt, Tyskiewicz and Warczak.
- II. Declaration of Quorum; Public Notice.**
- III. Introduction of Guests:** Matt Ryno, President of Milwaukee Astronomical Society, and Tim Mills, Board of Directors Member of Milwaukee Astronomical Society.
- A. Chairperson Orzel asked for a MOTION to AMEND the Agenda Item NEW BUSINESS 7A – Discussion and Possible Nomination of the Milwaukee Astronomical Society for Historical Landmark Status, to allow the above-mentioned guests to present their request as our first order of business.**
MOTION: Motion to Approve.
VOTE: Motion by Commissioner Tyskiewicz.
Second by Commissioner Warczak.
Motion passed unanimously.
- B.** Chairperson Orzel explained the steps and obligations of achieving City of New Berlin Landmark status, National Historic Register status, Waukesha County Landmark status, and Informational Marker Designation, all of which the Milwaukee Astronomical Society and its parcel would qualify for.
- C.** Our guests are interested in pursuing the nomination process and are interested in signage to make the community aware of their existence on Observatory Road, their open houses and educational presentations.
- IV. Approval of Minutes.**
April 17, 2025 Landmark Commission Minutes.
MOTION: Motion to Approve.
VOTE: Motion by Commissioner Warczak.
Second by Commissioner Marquardt.
Motion passed unanimously with Commissioner Ament stating “Present” due to her excused absence at the last meeting.
- V. Treasurer’s Report – Commissioner Warczak.**
- A.** Commissioner Warczak asked for a **MOTION** to be made to reimburse Commissioner Marquardt \$60.00 for her attendance at the WAHPC Conference in Racine, WI in April.
MOTION: Motion to Approve.
VOTE: Motion by Commissioner Warczak.
Second by Commissioner Tyskiewicz.
Motion passed unanimously.
- B.** Commissioner Warczak reports that we have had expenditures of \$208.99 from the 2025 budget, with a remaining balance of \$1,791.01.

- C. She has proposed \$2,000.00 for the 2026 budget based on planned expenditures of \$40.00 for WAHPC dues, \$560.00 for attendance at conferences, and \$800.00 to replace aging Landmarks signage. If approved, this proposal will be sent to Ralph Chipman, City Director of Finance.

MOTION: Motion to Approve.

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

Motion passed unanimously.

VI. Communications.

A. Report from the Chair – Chairperson Orzel.

1. Chairperson Orzel reports that she has been unable to contact any city department that has a complete list of signage locations for Landmarks and Informational Markers.
 - a. a listing of these will need to be worked on by the Commission, along with a current photo of the property.
 - b. it was suggested that a letter be sent to Landmark owners requesting a recent photo. Chairperson Orzel and Commissioner Tyskiewicz will work on this letter.

B. Update on Archived Information – Commissioners Tyskiewicz and Warczak.

1. Commissioners Tyskiewicz and Warczak reported on what was found in a box of Landmark documents that had been given to the City Clerk’s Office by former Chairperson DeMoss.
 - a. minutes and agendas going back to the 1990’s.
 - b. some photos and documents relating to various Landmarks or Landmark projects or concerns.
 - c. the information described in “b” will be brought to the next meeting so that a decision can be made on keeping or where to store the information in question.

C. WAHPC Conference – Commissioner Marquardt – reported on various sessions that were offered in Racine, WI in April. Sessions included Racine Cream Brick Structures, Designating Local Landmarks, and Certified Local Government Grant Projects.

VII. Old Business.

A. Replacement of Landmark Signs in New Berlin Center, Holy Apostles, Sunny Side and German Evangelical Protestant Cemeteries –

Commissioner Ament will obtain firm prices from the sign printers, now that the text of each sign has been finalized and approved.

VIII. New Business.

A. Discussion and possible nomination of the Milwaukee Astronomical Society for Historical Landmark Status – see III-A above.

B. 2026 Budget – see V-C above.

C. Possible Future Commission Projects – to include work on the Commission’s Strategic Plan.

D. Information from former Chairperson Laurie DeMoss – see VI- B above.

E. Recognition of Service for former Chairperson Laurie DeMoss –

Commissioners Tyskiewicz and Warczak will compose a letter to nominate former Chairperson Laurie DeMoss for Citizen of the Year.

**IX. NEXT MEETING: THURSDAY, AUGUST 21, 2025 at 6:00 PM CITY HALL
CONFERENCE ROOM A/B.**

X. ADJOURNMENT AT 8:29 PM.

MOTION: Motion to Adjourn.

VOTE: Motion by Commissioner Warczak.

Second by Commissioner Ament.

Motion passed unanimously.

Respectfully submitted,

Jennifer Tyskiewicz

Landmarks Commission Secretary



Landmarks Commission

To preserve and recognize significant historical properties in the City of New Berlin

Honorable Mayor Dave Ament,

The New Berlin Landmarks Commission would like to nominate Laurie DeMoss for the 2025 Annual New Berlin Citizen of the Year Award for her outstanding time and effort in her many years contributing to the enrichment of cultural and civic aspects of the City of New Berlin.

Laurie has volunteered as a Commissioner and Chairperson of the Landmarks Commission from 2002-2023. During this time, she was instrumental in organizing the restoration of the 2003 Landmarked German Evangelical Protestant Cemetery with brush clearing, historical signage, and ground-penetrating radar being used to locate the gravesites. The Cemetery was rededicated in 2010. Over the years, she also led the Commission in landmarking various other historical sites in the City of New Berlin.

Laurie supported the Landmarks Commission by informing the community of the cultural and historical aspects of the City, such as the Cemetery Tours and promoting the Commission at the Historical Society Open Houses and the 4th of July Festival.

In addition to the Landmarks Commission, Laurie has been a member and on the Board of Directors of the New Berlin Historical Society and the Civil Service Commission for the City. She also was a member of the New Berlin Center Cemetery Association that transitioned the private ownership of the cemetery over to the City in 2021.

Laurie's love for the City also includes her joy of baking pies and entering the pie-baking contests at the 4th of July Festival for many years and usually taking the first-place prize!

The New Berlin Landmarks Commission would like to extend our appreciation to Laurie DeMoss with this nomination for the Annual 2025 Citizen of the Year for the outstanding volunteerism of her many years of service to the City of New Berlin.

Sincerely,

New Berlin Landmarks Commission

Patti Orzel, Chairperson

Peggy Ament, Vice Chair

Jennifer Tyskiewicz, Secretary

Ken Harenda, Alderman

Cheryl Warczak, Treasurer

Anne Marquardt, Citizen Member

Address Correspondence: 3805 S. Casper Dr. • New Berlin, WI 53151

August 2025

New Berlin Landmarks Commission
3805 S. Casper Drive
New Berlin, WI 53151

Dear Property Owner:

On behalf of the City of New Berlin, the Landmarks Commission thanks you for your commitment to preserving our City's history by maintaining your home as a local historic landmark. Only by remembering our past can we build a better future for our community. Your dedication makes New Berlin a great place to live.

The Landmarks Commission wants to support your efforts. We know that many of the informational markers that share the stories of our City's historical landmarks were posted many years ago, and over time some may have faded or fallen into disrepair. We want to make sure that your marker is in good repair and enhances your property.

Over the next few months, members of the Landmarks Commission will visit each historic property to take a photo of the informational markers. The Commissioners will make every effort to remain on public property and respect the privacy of the Owners. Please note that the Commissioners are volunteers, not City employees. As such, they will be using their own cars, and they will not be wearing uniforms. The photos of the informational markers will then be shared with the City of New Berlin Department of Public Works who will assist the Commission in reviewing their condition. You will be notified later if your marker needs to be repaired or replaced.

Or you can email your own recently taken digital photo of the informational marker on your property to NewBerlinLandmarks@gmail.com. We can also be reached for questions at this email address.

Many thanks for your continued support,

New Berlin Landmarks Commission