

**MINUTES OF THE LANDMARKS COMMISSION MEETING
OCTOBER 16, 2025
CITY HALL
CONFERENCE ROOM A/B**

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

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

Excused: Alderman Harenda.

II. Declaration of Quorum; Public Notice.

III. Approval of Minutes.

September 18, 2025 Landmarks Commission Minutes.

MOTION: Motion to Approve.

VOTE: Motion by Vice-Chairperson Ament.
Second by Commissioner Marquardt.

Motion passed unanimously.

IV. Treasurer's Report – Commissioner Warczak.

A. The amount of \$467.80 was transferred to the Streets Department to cover the materials for the four replacement signs to be placed at four of the historic cemeteries. The balance in the Treasury is now \$1323.21.

B. Commissioner Warczak asked the Commission to consider purchasing flash drives for each Commissioner on which could be put the information presently found in the large binders that each Commissioner has. This information pertains to all of the City's Landmarks and the supporting documentation. A flash drive would ensure easy access to this information. Chairperson Orzel will consult Allen Skornia in the City's IT Department to get a recommendation for the type of flash drive and ascertain the procedure concerning how the City will share this information with the Commissioners.

MOTION: Motion to Approve the Purchase of 10 Flash Drives as Recommended by the City's IT Department, Not to Exceed \$100.00.

VOTE: Motion by Commissioner Tyskiewicz.
Second by Vice-Chairperson Ament.

Motion passed unanimously.

V. Communications – Chairperson Orzel.

A. Chairperson Orzel thanked Vice-Chairperson Ament and the Commissioners for conducting productive meetings during her absence.

B. A question from a potential applicant for historic Landmark status revealed inconsistencies in the documentation process between the City and Waukesha County's Register of Deeds Office. On the recommendation of the City Assessor, Chairperson Orzel and Vice-Chairperson Ament met with the Community Services Representative of the Waukesha County Department of Administration. The pertinent records will be updated by the end of this month.

- C. As a result of this process, Holy Apostles Cemetery was confirmed as a historic Landmark based on records from the City Clerk's Office, including minutes from the City Council meeting of April 8, 2014.
- D. Chairperson Orzel and Vice-Chairperson Ament will coordinate City and County officials to complete documentation corrections of four additional historic Landmarks: Lindsay-Murphy-Heinz-Sisson Farm, Luthi Family Barn, Elger's Red Bell Market, and the Cutler-Kern-Kimball Farmstead, and report progress at the next Commission meeting.

VI. Nomination/Election of Officers – no new nominations were received. All current officers agreed to stay in their positions.

MOTION: Motion to Accept the Current Slate of Officers: Chairperson Orzel, Vice-Chairperson Ament, Commissioner Tyskiewicz – Secretary, and Commissioner Warczak – Treasurer.

VOTE: Motion by Chairperson Orzel.
Second by Commissioner Marquardt.

Motion passed unanimously.

VII. OLD BUSINESS.

- A. Update of Replacement Signs for New Berlin Center, Holy Apostles, Sunnyside and German Evangelical Protestant Cemeteries.
 - 1. As a result of inconsistencies found in various documents and in local tradition, the correct spelling for New Berlin "Center/Centre" Cemetery was discussed. **Commissioner Warczak made a motion to accept "Centre" as the spelling, but there was no second to her motion.**

MOTION: To Keep the Spelling of "Center" on Signage for New Berlin Center Cemetery.

VOTE: Motion by Vice-Chairperson Ament.
Second by Commissioner Erdmann.

Motion passed with 5 Commissioners in Favor and 1 Commissioner Against.

- 2. Vice-Chairperson Ament will return the four sign proofs to the Streets Department for correction of spelling errors, the addition of the Landmarks logo to the bottom of the signs, the addition of Landmark status on the Holy Apostles Cemetery sign, and the date of 2025 on all the signs.
- B. New Berlin Center Cemetery Improvements – Commissioner Warczak – reported on her meetings with Catey Barnish in Community Development and Lucas Pichler in the Department of Public Works.
 - 1. There is no confirmed location of a potter's field at this cemetery.
 - 2. The Police Department could do a drone-view of the cemetery.
 - 3. The Police Department did not have any reports of vandalism at any of the historic cemeteries.
- C. Review of Documents from Previous Chairperson DeMoss – Commissioner Tyskiewicz.

1. A folder containing documents relating to the Racine Avenue Reconstruction was turned over to the New Berlin Historical Society.
 2. Maps showing locations of the Historical Districts were given to the Commissioners.
- D. Review of Letter to Landmark Property Owners – Chairperson Orzel. Item tabled pending the corrections to deeds. **(See V. – Communications).**
- E. USA’s 250th Anniversary Celebration – Commissioner Warczak met with Holly Oldenburg from the 4th of July Commission. Volunteers are needed for a Red/White/and Blue Ice Cream Social. Several Commissioners are available on Sunday, April 26, 2026 from 10:00 AM - 2:00 PM.
- F. Holiday Celebration – Vice-Chairperson Ament – a post-holiday dinner will take place at Armeli’s following our meeting on January 15, 2026.

VIII. NEW BUSINESS.

- A. This item was tabled pending the attendance of Alderman Harenda.

IX. NEXT MEETING: THURSDAY, NOVEMBER 20, 2025 AT 6:00 PM CITY HALL CONFERENCE ROOM A/B.

X. ADJOURNMENT AT 8:15 PM.

MOTION: Motion to Adjourn.

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

Motion passed unanimously.

Respectfully submitted,
Jennifer Tyskiewicz
Landmarks Commission Secretary