

Landmarks Commission Meeting Agenda, November 20, 2025 - 6:00 PM
New Berlin City Hall
Conference Room A/B

Published: 11.18.2025

- 1) CALL TO ORDER
- 2) ROLL CALL; DECLARATION OF QUORUM; PUBLIC NOTICE
- 3) APPROVAL OF MINUTES: Thursday, October 16, 2025
- 4) TREASURER'S REPORT
- 5) COMMUNICATIONS
 - A. Report from the Chair
- 6) UNFINISHED BUSINESS
 - A. Replacement of Landmark signs in New Berlin Center, Holy Apostles, Sunny Side and German Evangelical Protestant Cemeteries – Commissioner Ament
 - B. Identification of Landmarks – Commissioners Orzel and Ament
 - C. Review of Documents from Previous Chairperson DeMoss – Commissioners Tyskiewicz
 - D. USA's 250th Anniversary Celebration – Commissioner Warczak
 - E. Holiday Celebration – Commissioner Ament
 - F. Reduction of Landmarks Commission Membership – Alderman Harenda
- 7) NEW BUSINESS
 - A. Review/Revise Annual Goals
- 8) SET MEETING DATE
- 9) ADJOURNMENT

**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

ACCOUNT DETAIL HISTORY FOR 2025 00 TO 2025 13

ORG YR/PR	OBJECT JNL	PROJ EFF DATE	SRC REF1	REF2	REF3	CHECK #	OB	AMOUNT	NET LEDGER BALANCE	NET BUDGET BALANCE
15280000	54110		SUPPLIES							
							REVISED BUDGET			2,000.00
25/01	79	01/29/25	API 138096		241069	277564		40.00	40.00	
	W	012925-1	2025 MEMBERSHIP DUES-LANDMARKS WAHPC							
25/04	12	04/09/25	API 000316		243335	278473		15.00	55.00	
	W	040925	HISTORIC RESOURCE WEBINAR-LAND MARQUARDT ANNE							
25/04	12	04/09/25	API 015275		243336	278492		15.00	70.00	
	W	040925	HISTORIC RESOURCE WEBINAR-LAND ORZEL PATTI							
25/04	12	04/09/25	API 013114		243334	278529		15.00	85.00	
	W	040925	HISTORIC RESOURCE WEBINAR-LAND WARCZAK, MICHAEL E &							
25/05	44	05/14/25	API 013114		244459	278970		63.99	148.99	
	W	051425	2025 INK REIMB-LANDMARK COMM WARCZAK, MICHAEL E &							
25/08	20	08/13/25	API 000316		247597	280017		60.00	208.99	
	W	081325	REIMB HIST CONF4/18/25 -LANDM MARQUARDT ANNE							
25/08	184	08/31/25	GEN MNTHLY					467.80	676.79	
	AUGUST		434 Landmark signs, inv 813202							
LEDGER BALANCES --- DEBITS:					676.79	CREDITS:		.00	NET:	676.79
GRAND TOTAL --- DEBITS:					676.79	CREDITS:		.00	NET:	676.79

7 Records printed

** END OF REPORT - Generated by Thu Van Hintz **

YEAR-TO-DATE BUDGET REPORT

FOR 2025 13									
ACCOUNTS FOR:	528	LANDMARKS	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
15280000	52050	GRANT PROJECTS	0	0	0	.00	.00	.00	.0%
15280000	54110	SUPPLIES	2,000	0	2,000	676.79	.00	1,323.21	33.8%
TOTAL LANDMARKS			2,000	0	2,000	676.79	.00	1,323.21	33.8%
TOTAL EXPENSES			2,000	0	2,000	676.79	.00	1,323.21	

YEAR-TO-DATE BUDGET REPORT

FOR 2025 13								
	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	

GRAND TOTAL	2,000	0	2,000	676.79	.00	1,323.21	33.8%	
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** END OF REPORT - Generated by Thu Van Hintz **

New Berlin Center Cemetery

This historic cemetery was built on land donated around 1840 by Publius Virgil “P.V.” Monroe who served as the first town clerk. Monroe is often credited with persuading the town council to change the name of Mentor to New Berlin in honor of the community in New York that many of the earliest settlers, including Monroe, called home.

Originally known as New Berlin Cemetery, and later named New Berlin Centre, it is the oldest in the city. In 1837, Mr. Kline, a German who worked in a blacksmith shop was the first death in the pioneer community. It is likely that Mr. Kline was buried in this cemetery, but there are no existing records.

The first recorded burial on February 15, 1841, was Harriet E. Monroe, the six-month-old daughter of P.V. Monroe and his wife, Cordelia. Cordelia was buried in the family plot in 1855 at the age of 41, and joined by P.V. in 1861 at the age of 47.

The New Berlin Centre Association was established in 1857. Daniel Ewer was the first director. In 1910, the Boyd family was chosen as caretakers of the cemetery. They continued to serve until July 2021 when management of the cemetery was transferred to the City of New Berlin.

The family names of the early pioneers who lie at rest here include Boyd, Meidenbauer, Winton, Killips, Monroe, Church, and Korn. Veterans of several wars are also buried here; seven fought in the Civil War.

Now known as New Berlin Center Cemetery, it was designated as a historic landmark on November 21, 2013. It remains an active cemetery.

New Berlin Landmarks Commission – 2025

SUNNYSIDE CEMETERY

This historic cemetery was opened in 1841 as a gift to church members by Yankee pioneer Rev. Rufus Cheney, founder of Wisconsin's First Freewill Baptist Church.

Among the first burials were Henry B. Cheney, the infant grandson of the pastor, on August 26, 1841, and 33-year-old Anliza Cheney, the wife of the pastor's son, John, in December of 1842.

In contrast to these short lives, Rev. Cheney lived to age 89 (1780-1869), and his son to age 97.

In 1887, John Cheney formally deeded 1.3 acres to the ~~newly formed~~newly formed Sunnyside Cemetery Association, and additional land from the Blott Farm increased the acreage of the cemetery.

Veterans from six wars are buried here including eighteen from the Civil War. Notable is the monument of Dr. John Ingersoll listing three babies who were all named Robert in honor of the doctor's brother, Col. Robert Ingersoll. All three infants lived less than a year.

Other early pioneers who lie at rest here include the Hales, Blotts, Beardsleys and Parmenters.

Sunnyside Cemetery was designated as a historic landmark on November 21, 2013.

New Berlin Landmarks Commission – 2025

HOLY APOSTLES CEMETERY

In 1855, Bernard Casper, a farmer, cooper and proprietor of the Casper Inn, presented the Catholics of the community with a three-acre parcel of land to be used for a church and cemetery.

More land was added over the course of the next century to accommodate the needs of the growing Catholic congregation.

In 1889, the parish, with the permission and blessing of the archbishop, changed its name from St. Valerius to Holy Apostles.

The first burial in the cemetery was Mary Elizabeth Johann on September 26th, 1885. The members of many early pioneer families lie at rest in this cemetery: the Jungens, Kaus, Kohlers, Biwers, Beres, Jungbluths, Snyders, Stephens and Stiglers.

The veterans of several wars are also buried here including Mathias Stephens who fought in the Civil War.

New Berlin Landmarks Commission – 2025

German Evangelical Protestant Cemetery

This historic cemetery was built on land donated in 1842 by Christian Damm, an early German immigrant from Rhenish-Bavaria. The first burial took place later that same year. Barbara, the baby daughter of Henry and Barbara Luke, died of convulsions. She was 13 days old. Eventually, 93 of New Berlin's earliest pioneers were laid to rest in this cemetery; 65 of them, like Barbara, were infants or children. The families represented include Kramer, Korn, Sittle, and Wilde.

A frame church associated with the cemetery was built in 1848 and dedicated in 1849. It was the first permanent place of worship in New Berlin. Within three years the congregation grew to 42 families, but doctrinal disagreements led to divisions within the community. A majority of members decided to leave. In 1865, they built a new brick church about a mile west from this site.

By 1867, 25 years after its founding, the original church was abandoned, although the last known burials in the cemetery occurred in the early 1870s. Through the years the gravestones became hidden under a dense cover of brush and debris, but the cemetery was not forgotten.

On April 17, 2003, the German Evangelical Protestant Cemetery was designated as an historic landmark. Under the loving care of the New Berlin Landmarks Commission, restoration efforts began. Volunteers worked tirelessly to clean the grounds. Ground-penetrating radar was used to locate the ~~gravesites~~gravesites, and a list of the known burials was posted on the northside of the cemetery.

In 2010, the cemetery was rededicated as a testament to the courage and determination of New Berlin's earliest residents.

New Berlin Landmarks Commission- 2025

New Berlin Landmarks Commission Mission Statement
Unanimously Approved July 17, 2003

The mission of the New Berlin Landmarks Commission is to serve the people of the City as stewards of improvements and districts, and to develop historical, cultural, social, political, and economic interest in our community. Continuation of our heritage for current and future generations is accomplished through the perpetuation and use of such improvements and districts, and by educating the citizenry and fostering in them a deep sense of civic pride in the beauty and noble accomplishments of the past and present.

PURPOSE/GOALS (New Berlin 2020 Comprehensive Plan)

- Increase public awareness of the City's origin, development, and historic significance;
- Conserve, protect and preserve the unique qualities and distinctive historic characteristics of the community; and
- Facilitate restoration and rehabilitation of historic structures, landscape features and other culturally significant physical objects and geographic areas.

To be achieved through the following tasks:

- Increase public awareness of the City's origin, development, and historic significance;
 - 1) Prepare, place, and maintain signs/QR codes at each designated site and district.
 - 2) Maintain and update the list of historic districts and cultural resources.
 - 3) Continue ongoing projects to educate the community.
 - 4) Continue to promote and be involved in New Berlin's Historical Days.
 - 5) Work in conjunction with the New Berlin Historical Society to meet the goals of the Commission.
- Conserve, protect and preserve the unique qualities and distinctive historic characteristics of the community;
 - 1) Encourage a proactive Landmarks Commission; set annual goals and priorities.
 - 2) Continue to work with and support the New Berlin Historical Society.
- Facilitate restoration and rehabilitation of historic structures, landscape features and other culturally significant physical objects and geographic areas.
 - 1) Follow the procedures set forth in Chapter 141 of the Municipal Code for any historic designations.
 - 2) Share resources with the New Berlin Historical Society.

