

CITY OF MENASHA
Landmarks Commission
Council Chambers, 3rd Floor, City Hall – 140 Main Street
March 11, 2015
DRAFT MINUTES

A. CALL TO ORDER

Meeting called to order by Chairman Grade at 4:31 PM.

Chairman Grade welcomed Dean Wydeven, new Landmarks Commissioner.

B. ROLL CALL/EXCUSED ABSENCES

LANDMARKS MEMBERS PRESENT: Commissioners Tom Grade, Alison Mayer, Paul Brunette and Dean Wydeven.

LANDMARKS MEMBERS EXCUSED: Ald. James Taylor

OTHERS PRESENT: CDD Keil, CDD Heim, Kathy Thunes and Nick Jevne.

C. MINUTES TO APPROVE

1. **Minutes of the February 18, 2015 Landmarks Commission Meeting**

Motion by Comm. Brunette, seconded by Comm. Mayer to approve the February 18, 2015 Landmarks Commission meeting minutes. The motion carried.

D. PUBLIC COMMENT ON ANY ITEM OF CONCERN ON THIS AGENDA OR ANY ITEM RELATED TO THE RESPONSIBILITIES OF THE LANDMARKS COMMISSION

No one spoke.

E. COMMUNICATIONS

1. **Wisconsin Historical Society Columns Newsletter-February-March 2015**

CDD Keil indicated that he had made an inquiry to submit an article for publication and was awaiting a call back.

2. **Wisconsin Association of Historic Preservation Commissions – 2015 Historic Preservation Excellence Awards**

Commissioners discussed potential locations that would qualify for submission for each of the five categories.

Motion by Comm. Mayer, seconded by Comm. Grade to submit a Wisconsin Association of Historic Preservation Commissions 2015 Historic Preservation Excellence Awards nomination for Weathervane in the Restoration/Rehabilitation category with Comm. Grade to fill out the nomination and submitting it by the deadline. The motion carried.

F. ACTION ITEMS

1. None.

G. DISCUSSION ITEMS

1. **Appleton (Fox Cities) TMA Long Range Transportation/Land Use Plan – 2050**

Kathy Thunes, East Central Wisconsin Regional Planning Commission (ECWRPC) gave an overview of the Long Range Transportation Plan as a whole and specifically in relation to the Cultural Resources section which includes the State and National Register of Historic Places. Ms. Thunes received feedback from Commissioners regarding any local historic places that may have been overlooked. Commissioners discussed the handouts and made recommendations to add several locations within the Menasha area. Ms. Thunes requested that if the Commissioners became aware of any other locations that they contact her or CDD Keil. Ms. Thunes indicated that she would be researching the suggestions and revising the section if need be. Ms. Thunes also informed the Commission that a public information meeting/open house on the plan will be on Thursday, April 23 at UW-Fox Valley.

2. **Window Display Boards –212 Main Street – Comm. Mayer**

The authorization to work within the building is still valid until ownership of the building changes. CDD Keil indicated that Commissioners work the Realtor until that occurs. Commissioners discussed several options for the window display boards at the storefront to included:

- Using reclaimed wood or a wood aspect to the display boards in place of plain poster board
- Work with art and/or history students from Menasha High School to put the displays together to involve youth in the project
- Display other available downtown businesses

Comm. Grade will reach out to the art teacher at Menasha High School and work with Comm. Mayer to pursue this possibility. Comm. Brunette pointed out that this project needs to move forward and with the end of the school year it may not be possible to work the students.

3. **Website Project Survey**

CDC Heim explained that feedback from the Commission was requested regarding the City's website. The survey can either be taken on-line or the paper copy included in the packet can be filled out and returned to City Hall. CDD Keil suggested that Commissioners could look at the City of Janesville and City of Stoughton Landmarks Commission websites to get any ideas/suggestions for updating the city's page.

4. **Façade Improvement Program Grant/Loan Balance**

Balance remains at approximately \$5,000.

H. PUBLIC COMMENT ON ANY ITEM OF CONCERN ON THIS AGENDA

No one spoke.

I. ADJOURNMENT

Motion by Comm. Brunette, seconded by Comm. Mayer to adjourn at 5:35 PM. The motion carried.

Respectfully submitted by CDC Heim.