

CITY OF MENASHA
Landmarks Commission
Council Chambers, City Hall – 140 Main Street
August 10, 2011
DRAFT MINUTES

A. CALL TO ORDER

Meeting called to order by Ald. Sevenich at 4:35 PM.

B. ROLL CALL/EXCUSED ABSENCES

LANDMARKS MEMBERS PRESENT: Commissioners Kristi Lynch, Bernie Zimmerman, , Tom Grade, James Taylor and Ald. Stan Sevenich

LANDMARKS MEMBERS Excused: Commissioners Joe Weidert and Mary Nebel

OTHERS PRESENT: CDD Keil, Joe Nemecek and Don Merkes

C. MINTUES TO APPROVE

1. **Minutes of the May 25, 2011 Landmarks Commission Meeting**

Moved by Comm. Zimmerman, seconded by Comm. Lynch to approve the minutes of the May 25, 2011 Landmarks Commission meeting as corrected.

The motion carried.

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

1. No one spoke.

E. COMMUNICATIONS

1. **WISC. Landmarks Newsletter**
2. **The Buck Starts Here: Fundraising for Small Preservation Non-Profits Save the Date Postcard – November 7-8, 2011, Stoughton, Wisconsin**
3. **The Past in Perspective local History and Historic Preservation Conference – September 23-24, 2011, Stevens Point, Wisconsin**

F. ACTION ITEMS

1. **Removal of Non-Historic Façade Materials – 163 Main Street**

Don Merkes explained his intentions to remove the siding on the east and west ends of the storefront to expose the underlying structure. This is necessary to ascertain what methods and materials would be best suited to renovate the storefront.

Motion by Comm. Lynch, seconded by Comm. Grade to approve the removal of the siding as proposed.

The motion carried.

2. **Grant and Loan Application – 180 Main Street**

Joe Nemecek explained his past efforts to maintain and renovate the building, including the replacement of windows on the rear elevation. He then described his application for grant and loan funds to replace the windows on the west elevation using the same type of windows.

Motion by Comm. Grade, seconded by Comm. Zimmerman to approve the Façade Improvement Grant in the amount of \$2,500 and a Façade Improvement Loan in the amount of \$4,980 to replace the 11 second floor windows on the west building elevation as proposed.

The motion carried.

G. DISCUSSION ITEMS

1. Landmarks Commission Recognition/Awards

An award to Otter Creek/The Wreath Factory will be presented at the September 19, 2011 Common Council Meeting.

2. Façade Improvement Program Grant/Loan Balance

The award of the grant and loan to 180 Main Street as described above will reduce the balance in the Façade Improvement Grant/Loan program to approximately \$11,000.

3. Future Landmarks Commission Activities/Projects

Comm. Grade reported on his efforts to obtain images of the gargoyles that once were in place on several Main Street buildings. It is his intention to gather information on the creation of replicas and to work with building owners on resetting the gargoyles as a decorative element of the building facades.

Comm. Zimmerman discussed holding an event to provide information to building owners on restoration/renovation techniques, selection of color schemes, etc. Commissioners discussed what might be suitable topics, timing of the event, possible venues and promotion.

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

1. No one spoke.

I. ADJOURNMENT

Moved by Comm. Taylor, seconded by Comm. Grade to adjourn at 5:23 PM.

The motion carried.

Respectfully submitted by Greg Keil, CDD.