

CITY OF MENASHA
Landmarks Commission
Council Chambers, 3rd Floor, City Hall – 140 Main Street
January 9, 2012
DRAFT MINUTES

A. CALL TO ORDER

Meeting called to order by Ald. Sevenich at 4:30 PM.

B. ROLL CALL/EXCUSED ABSENCES

LANDMARKS MEMBERS PRESENT: Commissioners Mary Nebel, Peg Doctor, Kristi Lynch, Tom Grade and Ald. Stan Sevenich

LANDMARKS MEMBERS ABSENT: Commissioners James Taylor and Joe Weidert

OTHERS PRESENT: CDD Keil

C. MINTUES TO APPROVE

1. **Minutes of the October 12, 2011 Landmarks Commission Meeting**

Moved by Comm. Grade, seconded by Comm. Lynch to approve the minutes of the October 12, 2011 Landmarks Commission meeting.

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. None

F. ACTION ITEMS

1. **192 Main Street Front Façade Alteration – Paint**

CDD Keil reported that he had contacted Kimberly Jennings regarding painting of the panels on the building. She is out of town and not able to attend today's meeting. Commissioners asked that she be sent written notice concerning the unauthorized painting and that she be asked to attend the next meeting.

2. **190 Main Street – Korona Klub – Signage, Awning and Rear Façade Alteration Proposal (information to be received)**

Anthony Bevers, representing the owner, described the proposed alterations as follows:

- Add an awning to the front façade using existing framework. The awning is to be black with yellow fringe.
- Add a projecting sign (approximately 3'x 3') to the front façade.
- Add signage to the front façade window.
- Add signage to the rear façade in the blocked-in window opening (approximately 4'x4').

Motion by Ald. Sevenich, seconded by Comm. Grade to approve the signage and alterations as proposed subject to obtaining the required permits for the signage.

The motion carried.

G. DISCUSSION ITEMS

1. **Landmarks Commission Recognition/Awards**

CDD Keil reported that two awards are yet to be presented. These are for Joe Nemecek at 180 Main Street and Mark Pfister at 214 Washington Street. Arrangements are to be made to present the awards at the 1/16/12 Common Council meeting.

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

The façade loan balance is approximately \$11,000.

3. **Future Landmarks Commission Activities/Projects**

Commissioners discussed their earlier visit to the Tayco Street Bridge Tower Museum. The consensus was to get the museum reopened with updated displays. The following actions are being contemplated:

- Creation of an updated video with a flat screen TV monitor.
- Establishment of a rotating display featuring local businesses/organizations/events.

Ald. Sevenich indicated he would contact First National Bank with regard to their centennial and would also contact the Historical Society for display items.

4. **Historic Preservation Month**

Kristi Lynch stated that she had already taken pictures of architectural features for this year's historic building identification contest. CDD Keil is to locate last year's poster and forward it to Comm. Docter.

5. **Landmarks Commission Meeting Days/Times**

Commissioners discussed the meeting schedule. The consensus was to maintain the regular meeting day/time (the second Wednesday of the month at 4:30 PM) with February's meeting to be held on Monday, February 13 at 4:30 PM.

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

1. No one spoke.

I. ADJOURNMENT

Moved by Comm. Lynch, seconded by Comm. Grade to adjourn at 5:05 PM.

The motion carried.

Respectfully submitted by Greg Keil, CDD.