

CITY OF MENASHA
Landmarks Commission
Council Chambers, 3rd Floor, City Hall – 140 Main Street
April 25, 2013
MINUTES

A. CALL TO ORDER

Meeting called to order by Chairman Grade at 4:33 PM.

B. ROLL CALL/EXCUSED ABSENCES

LANDMARKS MEMBERS PRESENT: Commissioners James Taylor, Tom Grade, Paul Brunette and Ald. Mike Keehan

LANDMARKS MEMBERS EXCUSED: Commissioners Peg Docter and Kristi Lynch

LANDMARKS MEMBERS ABSENT: None

OTHERS PRESENT: CDD Keil and Christine Williams

C. MINUTES TO APPROVE

1. **Minutes of the April 15, 2013 Landmarks Commission Meeting**

Motion by Comm. Taylor, seconded by Comm. Grade to approve the April 15, 2013 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

1. No one spoke.

E. COMMUNICATIONS

1. **Wisconsin Landmarks Newsletter – March 2013**

F. ACTION ITEMS

1. **None**

G. DISCUSSION ITEMS

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

CDD Keil reported that the balance has remained unchanged at approximately \$11,000.

2. **Landmarks Commission Activities/Projects**

a. **Historic Menasha Photo Contest**

Members expressed their appreciation of the efforts of Commissioners Docter and Lynch and former Chairman Joe Weidert for their efforts in putting the contest together. Comm. Grade will arrange to have posters placed in the library and Community Development Staff will distribute the contest entry forms to participating businesses and other locations.

b. **Bridge Tower Museum**

Comm. Grade reported that he had removed some of the old displays and that some further cleaning was needed. He suggested that a theme of "things on the canal" be adopted for the next display. Commissioner's discussed the size and placement of banners and signage. These considerations remain to be finalized.

3. Update on Menasha Lock Tender's House

Christine Williams from the Fox-Wisconsin Heritage Parkway outlined the history of the Menasha lock tender house and expressed her interest in preserving the structure. The building is in poor condition, and action needs to be taken in the near term future if it is to be saved. Commissioner's discussed potential uses for the facility and how other entities could be involved in its restoration/future use.

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 5:50 PM.

The motion carried.

Respectfully submitted by CDD Keil.