

It is expected that a Quorum of the Board of Public Works, Park Board, Administration Committee, and/or Common Council may attend this meeting: (although it is not expected that any official action of any of those bodies will be taken)

**CITY OF MENASHA
LANDMARKS COMMISSION
Council Chambers
140 Main Street, Menasha**

June 10, 2015

4:30 PM

AGENDA

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
- C. MINUTES TO APPROVE
 - 1. [Minutes of the May 12, 2015 Landmarks Commission Meeting](#)
- D. PUBLIC COMMENT ON ANY ITEM OF CONCERN ON THIS AGENDA OR ANY ITEM RELATED TO THE LANDMARKS RESPONSIBILITIES OF THE LANDMARKS COMMISSION
Five (5) minute time limit for each person
- E. COMMUNICATIONS
 - 1.
- F. ACTION ITEMS
 - 1. Selection of Discover Historic Menasha Photo Contest
 - 2. Façade Improvements – 234 Main Street – Club Liquor
 - 3. Restoration Recognition Plaque – 180-182 Main Street
- G. DISCUSSION
 - 1. High School Cupola
 - 2. Receipt of Historical Building Marker from Hotel Site and Lion Head from Tayco Street Bridge
 - 3. Landmarks Commission Website Page
 - 4. Status of Window Display Boards – 212 Main Street
 - 5. Columns Location Submissions – Comm. Grade
 - 6. Pedestrian Walkway – Comm. Brunette
 - 7. Landmarks Commission Involvement – Wall Restoration – 165 Main Street – Comm. Brunette
 - 8. Placement of Tayco Street Bridge Plaque
 - 9. Placement of Bench Recognition Plaque
- H. PUBLIC COMMENT ON ANY ITEM OF CONCERN ON THIS AGENDA
Five (5) minute time limit for each person
- I. ADJOURNMENT

*If you are not able to attend this meeting, please contact the
Community Development Department no later than 24 hours prior to the meeting.*

Menasha is committed to its diverse population. Our Non-English speaking population or those with disabilities are invited to contact the Community Development Department at 967-3650 at least 24-hours in advance of the meeting so special accommodations can be made.

CITY OF MENASHA
Landmarks Commission
Council Chambers, 3rd Floor, City Hall – 140 Main Street
May 12, 2015
DRAFT MINUTES

A. CALL TO ORDER

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

B. ROLL CALL/EXCUSED ABSENCES

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

LANDMARKS MEMBERS EXCUSED: None.

OTHERS PRESENT: CDD Keil, CDD Heim, and Tom Gloede.

C. MINUTES TO APPROVE

1. **Minutes of the April 2, 2015, 2015 Landmarks Commission Meeting**

Motion by Comm. Brunette, seconded by Comm. Mayer to approve the April 2, 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. **WAHPC Wisconsin Landmarks Newsletter**

F. ACTION ITEMS

1. **Election of Officers**

a. **Chairman**

Comm. Brunette made and Comm. Wydeven seconded a motion to nominate Tom Grade for Chairman. Seeing there were no additional nominations, the nominations were closed. Carried by unanimous vote 5-0.

b. **Vice Chairman**

Comm. Mayer made and Comm. Grade seconded a motion to nominate Paul Brunette for Vice Chairman. Seeing there were no additional nominations, the nominations were closed. Carried by unanimous vote 5-0.

G. DISCUSSION ITEMS

1. **Status of Window Display Boards – 212 Main Street**

Comm. Grade indicated that he will work with staff to select and print the images that will be used for display. Consensus by Commissioners was to meet at 212 Main Street on Thursday, May 21 at 4:30 PM to complete the display.

2. **Bridge Tower Museum 2015 Opening**

a. **Placement of Tayco Street Bridge Plaque**

Commissioners indicated that the plaque should be placed in the open space on the west wall. Staff will work with Department of Public Works to have the plaque placed.

Ald. Langdon stated he would follow up with Ald. Taylor regarding the status of the lion's head and hotel plaque for donation to the Historical Society.

b. **Bench Recognition Plaque**

Recognition plaque for the bench at the Tayco Street Museum to honor all the bridge tenders and recognize Bill Herzinger for his vision on making the museum a reality. CDD Keil stated

the City Attorney will need to be consulted regarding placing the plaque on city property.

3. **Recognition Plaque – 180-182 Main Street**

Commissioners discussed the history of the building. Comm. Grade is researching to find logos for the previous tenants of the building and the year the building was built. Once artwork has been found, the plaque will be ordered.

4. **Roundtable**

Commissioners discussed the following with no actions taken:

- The photo contest will have one (1) winner for a total of \$200 in gift certificates from downtown businesses. Businesses selected for this year will be either new businesses or businesses which have been utilized in the past.
- Update on Club Liquor – further alterations will be brought to the Landmarks Commission
- Saturday, May 16, 2015 – there will be an event in Smith Park from 10:00 AM-3:00 PM which will include the Menasha Historical Society, Isle of Valor, Rededication of the Caboose (which will take place at 1:00 PM) and the State Archaeological Society.
- Landmarks Commission involvement in the design of the pedestrian link for the proposed new office building and parking structure and coordination with the Park Board and Plan Commission.

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

No one spoke.

I. ADJOURNMENT

Motion by Comm. Mayer, seconded by Comm. Brunette to adjourn at 5:15 PM. The motion carried.

Respectfully submitted by CDC Heim.