

CITY OF MENASHA
Landmarks Commission
Council Chambers, 3rd Floor, City Hall – 140 Main Street
September 19, 2012
MINUTES

A. CALL TO ORDER

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

B. ROLL CALL/EXCUSED ABSENCES

LANDMARKS MEMBERS PRESENT: Commissioners Mary Nebel, Debra Gorell, James Taylor, Kristi Lynch, Ald. Stan Sevenich

LANDMARKS MEMBERS EXCUSED: Commissioner Peg Docter, Tom Grade

LANDMARKS MEMBERS ABSENT: None

OTHERS PRESENT: PP Homan,

C. MINUTES TO APPROVE

1. **Minutes of the August 8, 2012 Landmarks Commission Meeting**

Moved by Comm. Taylor, seconded by Comm. Gorell to approve the August 8, 2012 Landmarks Commission meeting minutes as presented.

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. **None**

F. ACTION ITEMS

1. **Election of Officers – Chair, Vice Chair, Secretary**

Motion by Ald. Sevenich to nominate CDD Keil as Secretary. There were no other nominations.

Motion by Ald. Sevenich, seconded by Comm. Taylor to cast a unanimous ballot for CDD Keil as Secretary. The motion carried.

Motion by Ald. Sevenich to nominate Comm. Taylor as Chairman.

Motion by Comm. Nebel to nominate Comm. Grade as Chairman.

There were no other nominations.

A ballot was taken with 3 votes for Comm. Grade and 2 votes for Comm. Taylor.

Comm. Taylor made and Ald. Sevenich seconded a motion to cast a unanimous ballot for Comm. Grade as chairman. The motion carried.

Motion by Ald. Sevenich to nominate Comm. Taylor as Vice-Chairman.

Motion by Comm. Nebel to nominate Comm. Gorell as Vice Chairman.

There were no other nominations.

Comm. Gorell declined the nomination.

Ald. Sevenich made and Comm. Taylor seconded a motion to cast a unanimous ballot for Comm. Taylor as Vice-Chairman. The motion carried.

2. **Project Application – 163 Main Street – Merkes Property**

Don Merkes described the proposal to remove and replace the first floor window and door with a new bronze-colored aluminum storefront. He also proposed to remove the Nova-Brick siding on the rear façade to make structural repairs and reinstall the Nova Brick siding.

Motion by Ald. Sevenich, seconded by Comm. Gorell to approve the proposed alterations. The motion carried.

G. DISCUSSION ITEMS

1. **Landmarks Commission Recognition/Awards**

CDD Keil is to contact Comm. Grade regarding the status of the recognition plaque for 210 Main Street.

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

CDD Keil stated the façade loan balance remains unchanged at approximately \$11,000, as was reported at the last meeting. Comm. Taylor made and Comm. Gorell seconded a motion to direct CDD Keil to contact the owner of 212 Main Street to inform him of the availability of façade improvement grant and loan funds. The motion carried.

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

Bridge Tower Museum: Commissioners discussed installing a time lock on the door and reinstalling a projecting sign on the building and budgetary considerations related thereto. Motion by Comm. Gorell, seconded by Comm. Nebel to direct CDD Keil to obtain quotes for the sign and lock. The motion carried.

Comm. Nebel commented on the need to prepare an overall plan and budget for reopening the museum. Motion by Comm. Nebel, seconded by Ald. Sevenich to prepare an operating plan and budget for the Bridge Tower Museum. The motion carried.

4. **Review of Downtown Plan and Discussion of Potential Landmarks**

Commissioners discussed the appearance of vacant storefronts and possibilities for enhancements. They also discussed the status of the walkway between Main Street and the Broad Street Parking Lot. CDD Keil is to locate concept plans for the walkway.

5. **Discussion of Regulation Murals in Historic District**

Consensus was to hold this item.

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

1. No one spoke.

I. ADJOURNMENT

Moved by Ald. Sevenich, seconded by Comm. Lynch to adjourn at 5:15 PM.

The motion carried.

Respectfully submitted by CDD Keil.