

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 13, 2012**

**4:30 PM**

**AGENDA**

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
- C. MINUTES TO APPROVE
  - 1. [Minutes of the March 14, 2012 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. None
- F. ACTION ITEMS
  - 1. None
- G. DISCUSSION
  - 1. Landmarks Commission Recognition/Awards
    - a. Wild Apple Award – Comm. Nebel
  - 2. Façade Improvement Program Grant/Loan Balance
  - 3. Future Landmarks Commission Activities/Projects
    - a. Menasha Locktender House
    - b. Discover Historic Menasha Contest
    - c. Bridge Tower Museum
  - 4. Creating a Landmark – Comm. Taylor
  - 5. Landmarks Commission Link on City Website – Comm. Nebel
  - 6. 192 Main Street Front Façade Alteration – Paint – Comm. Nebel
- 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 the Monday 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, 3<sup>rd</sup> Floor, City Hall – 140 Main Street**  
March 14, 2012  
**DRAFT MINUTES**

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**A. CALL TO ORDER**

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

**B. ROLL CALL/EXCUSED ABSENCES**

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

LANDMARKS MEMBERS EXCUSED: Commissioner Peg Doctor

LANDMARKS MEMBERS ABSENT: Commissioner James Taylor

OTHERS PRESENT: CDD Keil

**C. MINTUES TO APPROVE**

1. **Minutes of the January 9, 2012 Landmarks Commission Meeting**

Moved by Comm. Grade, seconded by Comm. Lynch to approve the minutes of the January 9, 2012 Landmarks Commission meeting. Ald. Sevenich referred to the item in the minutes dealing with the Korona Klub, and asked whether there had been any new developments. Greg Keil reported that he had been contacted by the owner and gave them the renderings of the rear façade that had been prepared at the direction of the Landmarks Commission several years ago.

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. **Mary Nebel E-Mail**

Commissioners discussed the need to fill the vacancy on the commission and the importance of notifying Community Development if commissioners are unable to attend.

2. **Joe Weidert Resignation**

Commissioners acknowledged Joe's contribution to the Landmarks Commission during his tenure as chairman.

**F. ACTION ITEMS**

1. **None**

**G. DISCUSSION ITEMS**

1. **Landmarks Commission Recognition/Awards**

Greg Keil reported that all of the recognition awards that the commission made in 2011 had been distributed. Commissioners discussed making an award to be presented during Historic Preservation month in 2012.

Motion by Kristi Lynch, seconded by Tom Grade to create an historic preservation recognition plaque to be awarded to the Wild Apple at 210 Main Street. The motion carried. Tom Grade volunteered to work with the Weidert's in creating the content of the plaque.

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

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

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

Commissioners discussed preparations for the Historic Building identification contest. Greg Keil is to determine what needs to be done with the contest entry form to update it with the new contest photos and coordinate with Kristi Lynch to prepare the new forms. Greg is also to obtain a list of those businesses that contributed to the contest in 2011.

Ald. Stan Sevenich reported that he had made contact with First National Bank regarding placement of a display in the Bridge Tower Museum, and will follow up with them in the near future.

**4. Creating a Landmark – Comm. Taylor**

Held to the next meeting.

**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 5:03 PM.

The motion carried.

*Respectfully submitted by Greg Keil, CDD.*