

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
Menasha City Center, Room 133
100 Main Street, Menasha**

July 12, 2017

5:00 PM

AGENDA

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
- C. MINUTES TO APPROVE
 - 1. Minutes of the June 14, 2017 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
- F. ACTION ITEMS
 - 1. Bazaar After Dark Mural
 - 2. Recognition Plaques
 - a. Club Liquor – 2016
 - b. Lemon Loves Lime – 2017
 - c. Walkway
- G. DISCUSSION
- H. PUBLIC COMMENT ON ANY ITEM OF CONCERN ON THIS AGENDA
 - Five (5) minute time limit for each person
- I. ADJOURNMENT

If you have any questions, please call the Community Development Department at (920) 967-3650 between 8:00 AM – 4:00 PM, Monday through Friday

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
140 Main Street, Menasha
June 14, 2017
DRAFT MINUTES

A. CALL TO ORDER

Meeting called to order by Chairman Grade at 5:14 PM.

B. ROLL CALL/EXCUSED ABSENCES

LANDMARKS MEMBERS PRESENT: Commissioners Tom Grade, Dean Wydeven, Emilie Steinmann, and Kim Massey.

LANDMARKS MEMBERS EXCUSED: Alderman Collier.

OTHERS PRESENT: Nicholas Jevne (1334 Mayer Street, Fox Crossing).

C. MINUTES TO APPROVE

1. Minutes of the May 10, 2017 Landmarks Commission Meeting

Motion by Comm. Wydeven, seconded by Comm. Steinmann, to approve the minutes of the May 10, 2017 Landmarks Commission meeting. The motion carried.

Comm. Wydeven commented that he was disappointed with the Commission's approval of the corrugated metal awning at 180 Main Street and expressed that he felt it will not be a complimentary component to the historic structure. The Commission discussed cost estimates supplied and that independent quotes should be acquired by the Commission in the future. Commissioner's expressed the desire to be a "resource" for information on historic appropriateness rather than simply a review/approval body.

D. PUBLIC COMMENT ON ANY ITEM OF CONCERN ON THIS AGENDA OR ANY ITEM RELATED TO THE RESPONSIBILITES OF THE LANDMARKS COMMISSION

No one spoke.

E. COMMUNICATIONS

None.

F. ACTION ITEMS

1. Selection of 2017 Discover Historic Menasha Photo Contest Winner

CDD Buck informed the Commission that they received 37 submissions with 32 being 100% correct. The Commission discussed the contest and went over the prizes to be awarded that include gift cards to Parker John's Restaurant (\$30), Your Daily Grind Coffee Shop (\$20), WeatherVane Restaurant (\$30), Renewed and Reclaimed retail (\$20) and a donated gift card for Jitter's Tavern (\$25). CDD Buck asked if the Commission wished to pick a single or multiple winners and possibly divide the prizes between them. Comm. Grade mentioned that all who entered the contest received a free ice cream voucher from Lemon Loves Line and that he felt the Downtown "shopping spree" should go to an individual winner selected at random from those submitted. The Commission concurred. The randomly selection entry, as witnessed by Nicholas Jevne, was Mr. Dave Wisniewski (94 Lawson Street). The Commission directed staff to contact him and ask that he attend the June 19th Common Council meeting to be presented the prizes from Comm. Grade on behalf of the Landmarks Commission.

2. Election of Officers

CDD Buck informed the Commission that they need to select a Chairman and Vice-Chairman. The Commission questioned if they should wait until all of the seats on the Landmarks Commission were filled. CDD Buck stated that officers are elected annually at the June meeting.

- a. Comm. Steinmann nominated Comm. Grade for Chairman, seconded by Comm. Wydeven. Comm. Grade was approved as Chairman on a vote of 3-0 with Comm. Grade abstaining.

- b. Comm. Wydeven nominated Comm. Massey for Vice-Chairman, seconded by Comm. Grade. Comm. Massey was approved as Vice-Chairman on a vote of 3-0 with Comm. Massey abstaining.

G. DISCUSSION ITEMS

The Commission discussed current and potential vacancies on the Landmarks Commission and CDD Buck requested that the Commissioners let him know if they knew anyone interested in serving and that he would reach out to them.

Comm. Steinmann mentioned that the event Bazaar After Dark will be taking place in Menasha at the end of July. An element of the event is the installation of a mural somewhere on Main Street most likely within the Upper Main Street Historic District. CDD gave an overview of the event and stated that a mural on a historic structure in the Historic District will need to be brought before the Landmarks Commission for approval. He stated that he was unaware of what structure the mural will be placed upon but mentioned that a special meeting of the Landmarks Commission will likely need to take place as the timing of the event and regular schedule for the Commission may not work.

Comm. Grade shared a photograph of a stone bench and garden from another community and made suggestions that the landscaping within the public walkway on Main Street could be adjusted to take on some of the elements within the photo including the removal of the “dead tree” in front of the “couch” and 2-3 trees placed in the greenspace behind the bench. CDD Buck said he would mention it to the Mayor and Department of Public Works but felt that the improvements in the walkway will likely stay in place as they are newly installed and he believed that the expense to adjust them would not be warranted.

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

Nicholas Jevne stated that the Historical Society is in the early stages of discussions with Neenah High School about a program to have students conduct historic research and compile information for the area and somehow attach a QR code to it so the information can be accessed quickly over the internet by smartphone. He suggested that this may be program that the Landmarks Commission may want to be involved with as it getting more flushed out. The Commission discussed the need and desire to have a greater social media presence such as a Historic Menasha Facebook, Instagram or Twitter account. .

I. ADJOURNMENT

Motion by Comm. Massey, seconded by Comm. Steinmann, to adjourn at 6:25 PM. Motion carried.

Minutes prepared by CDD Buck.

240 Main Street
Renovated in 2014

The Menasha Landmarks
Commission commends
Doris Szymanski

for your commitment to preserving
the history and character of the
Upper Main Street Historic District

Built circa 1876 by F. W. Webster, this building housed The Menasha Breeze
and numerous general stores before becoming best known in 1903 as Loescher Hardware,
which offered: tinware, stoves, ranges, sporting goods, sundries and bicycles.

GEO. A. LOESCHER