

**CITY OF NEW BERLIN  
LANDMARKS COMMISSION MEETING  
March 17, 2005  
7:00 PM  
\*\*Council Chambers\*\***

**Please note: Minutes are unofficial until approved by the Landmarks Commission at the next regularly scheduled meeting.**

**Call to Order; Roll Call; Declaration of Quorum & Public Notice** Meeting was called to order by Chairman Rafel at 7:05 PM Attending Commissioners Rafel, Herrick, Wicichowski, Jashinsky, De Moss and Alderman Hegeman. Absent Commissioners Hermann, Mudek, & Llaurado.

**Approval of Minutes from the February 17, 2005 meeting.** Commissioner Herrick made a motion to approve the February minutes, Seconded by Commissioner Wicichowski. Motion carried unanimously.

**Communications** – Chairman Rafel presented a draft of a letter to Mr. Joe DeRose of the Wisconsin Historical Society regarding the accomplishments of the Landmarks Commission for the past year. The letter was approved to be sent, no other communications were received.

**Treasurer's Report** – Commissioner Wicichowski reported that accounting shows our balance as \$1,800.00. Commissioner Wicichowski also reported the 2004-year end budget report for the Landmarks Commission only reflects expenditures of \$972.41. He noted the entire \$1500 budget was expended in December 2004 and he would be requesting more information on the expenditures. Commissioner De Moss suggested the Treasurer provide copies of expenses from the Landmarks Commission to assist in clarifying the accounting issues. Commissioner Herrick made a motion to approve the Treasurer's Report, seconded by Commissioner Jashinsky. Motion carried unanimously.

**Additions to Future Landmarks Consideration List**

- a. Pre-settlement areas - No Report

**Old Business**

- a. Landmarks "Historic Sites" Brochure - Chairman Rafel provided the Commission with rough drafts of the New Berlin Historic Site Map, Historic District Map and a draft of the brochure. The Commissioners made edits to the documents. Chairman Rafel stated he would make the adjustments and present a near final draft by the next meeting.
- b. Cemetery Informational markers:
  - 1. Sunnyside Cemetery
  - 2. New Berlin Center Cemetery
  - 3. German Evangelic. & Protestant Cemetery - Chairman Rafel stated no progress has been made on securing proper access to the Quarry Property. There was conversation regarding The Parks Departments participation in restoration of the Cemetery, Chairman Rafel stated he would contact Mark Schroeder for details.
  - 4. Holy Apostles: Chairman Rafel provided a paper copy of the proposed informational sign that matches the other New Berlin Cemeteries. Commissioner Jashinsky will present the sign to Holy Apostles for approval.

- c. Historical Records and informational marker. - Commissioner Herrick gave a rough draft of copy for an informational marker to the Woelfel family. He will get back to us next meeting

**Tabled Items:**

- a. None

**New Business-** Landmarks Commission Letterhead. Commissioner Herrick made final changes on the new letterhead and was approved by the Commission. Commissioner Herrick made a motion to approve the Letterhead and to approve the funds to have 1000 copies professional made, seconded by Commissioner Jashinsky. Motion carried unanimously.

**Next Regular Meeting:** April 21, 2005 at 7:00 PM in Conference Room A/B

**Adjournment** – Commissioner Wicichowski made a motion to adjourn at 8:05 PM, seconded by Commissioner Jashinsky. Motion carried unanimously.

Respectively submitted  
Robert Rafel, Chairman

PLEASE NOTE: It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice. Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact City Clerk Marilyn Gauger at New Berlin City Hall, 262/786-8610.