

**Minutes
Landmarks Commission Meeting
February 17, 2016
4:30 pm**

Acting-Chair Holmquist called the meeting to order at 4:40pm.

Present: Ms. Rebecca Holmquist, Ms. Branda Weix, Mr. Matt Aro, Mr. Rick Bernstein
Not Present: Chair Aldm. Mary O'Connor
Also present: City Planner Sonja Reichertz and City Administrator April Little

Approval of Minutes: A motion was made by Mr. Bernstein, seconded by Ms. Weix, to approve the minutes of January 12, 2016. The motion carried with no changes.

Appearances: There were no appearances.

Unfinished Business

A. Report on Status of Resolution Regarding Ratification of the Landmarks List and Status of the Revised Ordinance 13-1-64.

City Planner Reichertz reported that the City Council voted on and approved the resolution and ordinance revisions. The Commission also discussed recent updates to Assembly Bill 568 regarding requirements for property owner notification for future landmarks. The Bill no longer requires owner consent as was initially proposed, however it does require notice to property owners about a public hearing. Reichertz noted that these requirements are not specified in our local ordinance, but we need to refer back to the State Statute to follow the state requirements if the Commission proposes designation of new landmarks in the future.

B. Discussion of Pagoda Restoration.

Reichertz reviewed a summary letter sent to the Commission by Chair O'Connor on 1/29/2016. The letter summarizes a site visit by Simon Leverett of Henry Frerk Sons of Chicago and Mark Elmer of A & M Masonry in Arlington, WI. They inspected the pagoda and identified a few large cracks that could cause further damage to the pagoda's roof if water gets into the cracks and expands. They recommended a masonry repair material that can fill in the crack to prevent water from entering it in the future. They also said they will provide a quote for restoration of the roof (whether repair or complete replacement). They said forming the ends will be difficult because they cannot drill into the concrete to add more supportive rebar because it is too thin and would crack.

Mr. Aro said there may be an alternative product for the rebar, a sort of fiber mesh that would not be visible.

Mr. Bernstein asked about grading around the pagoda if the other park improvements will impact the structure. Reichertz said the major grading will take place elsewhere in the park, and at this time the immediate area appears to be stable based on information from three companies that have looked at the pagoda.

The Commission requested the following questions be answered before making a decision to move forward:

- A&M Masonry should elaborate on the estimated hours associated with the \$1,500 quote.
- Elaborate on the kind of material that is used to fill the crack.

Landmarks Commission Meeting

February 17, 2016

Approved April 20, 2016

- A&M Masonry should provide a brief statement of qualifications and example of a similar project for your company.
- Would Mark Elmer of A&M Masonry be the individual doing the work, or would he use another individual at the company or sub-contractor?
- The Commission would like to see the estimate for a price on the full restoration proposal for the pagoda's roof before making a decision on the crack filling for two reasons. First, the cracks cannot be filled until warmer weather anyway. Second, this will help the Commission understand how the \$1,500 quote compares to the full restoration cost.

There was no further discussion.

C. Discussion of Online Architectural History Inventory Database, Wisconsin Historical Society.

Commissioners updated some of the records. Reichertz summarized that changes should be made and sent to the Wisconsin Historical Society's Chad Thompson to enter into the online database. This includes any photos, which must follow the standards that were included in the Commission's packets. Reichertz noted that while this is the Wisconsin Historical Society's database, it is helpful for the local historic preservation commission to review the records and ensure that the information included is accurate and as complete as possible. Updating the database will also help the Commission identify potential landmarks that could be designated in the future, if they meet the designation criteria listed in our ordinance. Furthermore, most of our city landmarks are not listed in the database, while many do have significant historic architectural features. The process is to first update the thirty-five records included in the database, and then move on to these other opportunities.

D. Discussion of Potential Archaeological Research Projects.

Reichertz noted that the Commission was interested in pursuing some projects related to Monona's archaeological history. At the last meeting, Ms. Amy Rosebrough from the Wisconsin Historical Society reviewed our archaeological resources and said that two mound groups may be eligible for registration on the National Register of Historic Places (NRHP). Three of Monona's mound groups are already on the NRHP. The Commission agreed that Reichertz will follow-up with Ms. Rosebrough about clarifying the location of the Frost Woods Mounds, and how she has handled the process before for encouraging a private landowner to seek placement on the NRHP.

E. Discussion of Oral Histories for WVMO Radio Records.

Chair O'Connor has recorded a reading on San Damiano and asked the owners of Monona Motors to record the reading on Ernie's Trading Post. Mr. Bernstein has expanded his reading to include a little bit of background on the Commission itself. Members will schedule 2 minute recordings with Media Director Will Nimmow.

New Business

A. Discussion of Items for Future Agenda.

For the next meeting, Reichertz will work on getting new information from A&M Masonry regarding the Pagoda, information from Ms. Rosebrough for the archaeological information, and Commissioners will continue working on the online Architectural History Database and radio slots.

Ms. Holmquist said she would like to look into formalizing the process for nominating a building or site to be listed as a local City of Monona landmark. This way an interested resident, property

Landmarks Commission Meeting

February 17, 2016

Approved April 20, 2016

owner, or the Commission, could submit a nomination form which the Commission could review against our designation criteria in the ordinance. Mr. Bernstein volunteered to research a couple options and have them ready for the next meeting.

Mr. Aro said he would like to start looking into designating new landmarks and he has a couple particular sites in mind that would potentially meet the designation criteria.

The next meeting is April 20, 2016 at 4:30 at Monona City Hall.

Adjournment

A motion by Ms. Weix and seconded by Mr. Aro to adjourn was carried. (5:30 pm)

Submitted by:
Sonja Reichertz
City Planner