

**VILLAGE OF GERMANTOWN**  
N112 W17001 Mequon Road  
Germantown, WI 53022

Meeting:	Historic Preservation Commission
Date and Time:	Monday, July 27, 2020 5:30 P.M.
Location:	<b>Germantown Village Hall Board Room</b> <b>N112 W17001 Mequon Road</b>

**NOTICE:** Pursuant to the current recommendation of the Centers for Disease Control and Prevention limiting the size of public gatherings, capacity within the Board Room will be limited. Citizens not wishing to attend the meeting personally or virtually may submit any public comments by sending an email to [comments@village.germantown.wi.us](mailto:comments@village.germantown.wi.us) by 4 p.m. on the day of the meeting so that it can be provided to the members of the body for their consideration.

- I.**     **CALL TO ORDER:** This meeting has been given public notice in accordance with Wisconsin Statutes, Section 19.83 and 19.84 in such form that will apprise the general public and news media of subject matter that is intended for discussion and action.
- II.**     **ROLL CALL:** Chair Trustee Rick Miller, Members Christine Kauth, Mark Kauth, Barb Mendenhall, and Katelyn LeTourneau.
- III.**     **PUBLIC COMMENT:** Please be advised per State Statute Section 19.84(2), information will be received from the public. It is the policy of this municipality that there will be a three minute time period, per person, with time extension per the Chief Presiding officer's discretion: be further advised that there may be limited discussion on the information received, however, no action will be taken under public comments.
- IV.**     **APPROVAL OF MINUTES:** June 15, 2020.
- V.**     **NEW BUSINESS:**
- A.     Welcome to New Historic Preservation Commission Member, Katelyn LeTourneau.
- VI.**     **UNFINISHED BUSINESS:**
- A.     Storage of HPC documents in new cabinet. Members to bring papers to include in file folders and to have electronically scanned.
- B.     Trustee Miller to follow-up on castings for future HPC plaques.
- C.     Getting new HPC properties framed and on wall at Germantown Village Hall. Member reports.
- D.     Revisit 4-fold brochures project for HPC.
- E.     25 Postcards for mailing project update.
- VII.**    **SET THE NEXT MEETING DATE AND TIME:**
- VIII.**   **ADJOURNMENT:**

**PLEASE NOTE** that, 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 the Village Clerk at 250-4740.

Notice is given that a majority of the Germantown Village Board may attend to gather information about an agenda item over which they have decision making responsibility. This may constitute a meeting of the Village Board per State ex. Rel. Badke v. Greendale Village Board even though the Village Board will not take formal action at this meeting.

**HISTORIC PRESERVATION COMMISSION MEETING MINUTES**  
**June 15, 2020**

**CALL TO ORDER:** Trustee Rick Miller called the meeting to order at 5:31 p.m.

**ROLL CALL:** Present were: Trustee Rick Miller, members Christine Kauth, Mark Kauth, and Barb Mendenhall.

**PUBLIC INPUT:** none

**APPROVAL OF PREVIOUS MINUTES:** *A motion was made by B. Mendenhall, seconded by M. Kauth, to approve the minutes of the March 16, 2020 meeting. Motion carried 4-0.*

**NEW BUSINESS:**

- A. Trustee Miller introduced Ms. Katelyn LeTourneau as a new member elect for the HPC.
- B. Motion by B. Mendenhall, second M. Kauth to proceed with letter to current Historic Designation Property owners. Motion carried 4-0.

**UNFINISHED BUSINESS:**

- A. Members encouraged to bring past HPC paperwork. M. Kauth was visiting Hoinecki's and would ask about bringing HPC papers to the next meeting. The Village Clerk confirmed she is scanning documents electronically.
- B. Plaques: discussed researching past company for making cast for HPC plaques. Trustee Miller to obtain information on digital castings. (discussion tabled at this time)
- C. Members approved mock-up for postcard project and will print 25 for initial mailings and give to Village Clerk to be mailed out. Trustee Miller will take a sampling from all areas of the Village of Germantown for first mailing.
- D. Discussion on adding framed properties to wall in Village Hall. Members volunteered for:
  - C. Kauth to research frames to be purchased from Walmart.
  - Jerry Hoinecki volunteered to cut mats.
  - Trustee Miller reviewed condensed wording to 8 lines for new properties.
  - M. Kauth or Trustee Miller to obtain current photo of Frank Schlaefel home & Our Saviour.
  - Allied Photo can enlarge photo for framing needs.
  - New properties will be included on Village HPC website

**SET THE NEXT MEETING DATE AND TIME:** July 27, 2020 at 5:30pm

**ADJOURNMENT:** There being no further business, the meeting was adjourned at 5:47 p.m.

Respectfully Submitted,

Barb Mendenhall, Secretary  
Historic Preservation Commission