

Historic Sites Preservation Council

Jefferson County Courthouse
311 S. Center Avenue, Room 112

Wednesday, June 7, 2017

8:30 a.m.

Council Members

Ed Morse, Chair; Matt Foelker, Vice Chair; Robert Birmingham, Secretary; Steve Nass; Steve Mode

Minutes

1. **Call to order**
Morse called the meeting to order at 8:31am
2. **Roll call**
Present: Matt Foelker, Robert Birmingham, Ed Morse, Steve Mode, Steve Nass
Others Present: Nimm, Nehmer, Schroeder
3. **Certification of compliance with the open meetings law**
Meeting was posted and noticed according to law.
4. **Review of agenda**
Approved as written.
Agenda email distribution list?
5. **Public comment**
No public comment
6. **Approval of minutes from the May 18, 2017 meeting**
No minutes to approve.
7. **Communications**
Hyer – school house designation request – part of “old commission”. Committee may assist with guidance, cannot offer financial help. Can be considered for County Landmark Status.
Email – Daily Union – Lorraine Niedecker – opportunity for Jefferson County involvement. Listing directly related to the efforts of Jefferson County. New article in DU illustrating the role of JC involvement?
Fort Atkinson Club – designation.
8. **Level of assistance from Parks Department to the Council**
Nass – Nehmer at table
Morse – Recording & Distribution of Minutes, Website updates/replacement, routine administrative
Birmingham/Mode motion to restructure website and remove commission references. Motion passes
5/0
Nass – Budget process questions

Nehmer – Cap items due Monday. 2018 budget process underway through end of year. Routine staff time may not be budget worthy. Purchase of large items and large quantity items may need budget approval.

Nass – will Parks Committee have to approve budget requests from Council?

Nehmer – request attendance as needed

9. **Review of Council ordinance**

Nass – confusing – item C Who’s significance is “of”, the “American Experience”

Mode – talking about multiple items, first portion Native Americans

Birmingham – lacking “comma”, insert between “History and Pre-History”

Schroeder – speak with Ward on suggested wording changes.

Morse – requested the committee mark-up changes and then committee will take to Corporation Council

10. **Criteria for County Historic Landmark designation**

Morse – never written criteria. Official list should be in place.

Mode – look at other county criteria listings for designation.

Nass – criteria listed in ordinance

Schroeder – when designating, explain why

Mode – ordinance covers

Nass – state and fed lists automatically county designation

Morse – county designation could be more broad – historical significance, accessibility, potential for tourism, structural

Morse – could be an issue if we accept some and reject others, criteria in question

Birmingham – discuss and go to vote of the council. Opinion of Council and Board will be deciding factor given historical factors.

Morse – leave criteria as is and perhaps add on later

Nass – add to the criteria “any state and national landmark designation may be eligible as a county landmark”

Morse – could be budget issue if plaques are awarded

Birmingham – committee will need to discuss how to “Mark/Identify” sites

11. **Pending requests or prospective sites for landmark status**

Morse – Hyer request near Waterloo for consideration

Nass – check quadrant study and consider if it meets the criteria

Mode - do we need to do a site visit?

Birmingham – list of potentially historic structures is available

Morse – standard procedure to inspect future requests

Birmingham – official certificate from the Board upon designation, how do we take the information to the Board for their approval. What information do we give the County Board?

Schroeder – designate property after discussion, criteria considered, ask Corp Council to draft resolution, resolution goes to board by Council Chair. County Board then votes. Letter prepared on letterhead informing owner of designation.

Nass – need an application for requests

Birmingham – approach local historical societies, ask for recommendations for listings in area

Morse – response, no longer fund listings on state and national, assist with grant application

Birmingham – to draft letter to Hyer

12. **Potter's field designation, status and future action**

Birmingham – distributed comments for Council consideration (see attached), next step is a resolution for County Board consideration. The site is already listed in the State Register. Not in National as is a cemetery and those are not listed. Public event once approved and/or large article in newspaper.
Schroeder – give comments to Ward, ask for resolution for historical designation.
Nass – limited to six meetings per year. County Board meets July 11
Morse – will call City of Jefferson to discuss
Nass/Mode – Motion to nominate Jefferson County Potters Field a County landmark historical site.
Motion passes 5/0
Resolution for Potters Field to the Jefferson County Board and the Parks Committee in July
13. **Outreach to local historical societies**

Morse – compiled a list of eight Historical Societies – Jefferson, Bark River Woods, Concord, Hebron, Fort Atkinson, Lake Mills, Palmyra, Waterloo. Others mentioned: Watertown, Johnson creek, xxx and Whitewater
Birmingham – stated a first good step to establish relationships is to send letter identifying the Council, giving contact information
Mode – stated the council should gather emails and send Council minutes after each meeting
Birmingham – would like to create a Jefferson County Historical Society, Council will serve in some capacity
Mode – we should provide a link to other Historical Societies through the Council website
Schroeder – there is some archiving taking place in Watertown
Nass – next agenda items – vision and work plan. Parks department does maps, we could have historical trails (i.e.: agricultural history, mounds, brewing, German heritage, museum) clearing house.
Morse – contact each society
14. **Educational efforts and Council website**

Nass – establish a work plan and Nimm will work with Admin on the Council Website.
Morse – web to include educational, public sites, historical information
15. **Future meeting schedule**

Next meeting – July 5 @ 8:30am in Room 202
16. **Potential agenda items for Council's next meeting**

Potters Field
Hyer
Work Plan
17. **Adjourn**

Foelker/Mode motion to adjourn @ 10:29am. Motion passes 5/0