

## Historic Sites Preservation Council

Jefferson County Courthouse  
311 S. Center Avenue, Room 202

Wednesday, July 5, 2017  
8:30 a.m.

### Council Members

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

### Minutes

1. **Call to order**

Morse called the meeting to order at 8:32am

2. **Roll call**

Present: Morse, Birmingham, Foelker, Mode, Nass

Absent: None

Others Present: Nimm, M. Gleisner (Jefferson Historical Society)

3. **Certification of compliance with open meetings law**

Meeting was posted and noticed according to law

4. **Review of agenda**

Agenda approved as written

5. **Public comment (*Members of the public who wish to address the Council must register their request at this time*)**

No public comment

6. **Approval of minutes from the June 7, 2017 meeting**

Foelker/Nass motion to approve the June 7, 2017 minutes. Motion passes 5/0

7. **Communications**

No new communications.

8. **Design of Council web page**

Nimm to work with Admin to set up web page

Mode – would like to see a one-stop shop with to link to other societies and historic references

Nass – County website is under construction

Morse – continue to think about and submit webpage ideas

**9. Work plan**

Nass – the work plan should address a list all ideas for webpage, outreach, and other items as outlined in the Jefferson County Ordinance and assign a timeline of order and importance

Birmingham – make reference to the Historic Sites Preservation Council Ordinance as the ordinance outlines what we are “supposed to do.”

Nass – use next meeting to work on work plan

**10. Outreach to local historical societies**

Morse – Nass wrote letter to send out societies. Nimm working on listing of societies. Gleisner - Dodge/Jefferson Genealogy Society in Watertown. State of Wisconsin has a list of everyone on the National Register.

Mode – old “Commission” should have a list of email contacts

**11. Prospective landmark sites**

Morse – Hyer site is pending.

Birmingham – working on letter to Hyer and investigating grant opportunities to help Hyer get listed on the National Register.

Birmingham – Council is interested in hearing from the public what they would like to see listed as a Jefferson County Historic Landmark.

Nass – would like to appeal to the public as to what they think the Council should be doing.

**12. Potter’s Field site nomination for landmark status**

Morse – resolution nominating Potter’s Field has been drafted by Ward and is accompanied by a map.

Birmingham – map shows two areas as designated as part of Potters field. Both areas were formally mapped and designated as Historical. There is a third area, previously mentioned in a report, cemetery #1 (behind extension), #2 (highway), and cemetery #3 (along annex road) has been identified but the boundaries are not clear as they are not yet surveyed and/or designated as a burial site when the other two were identified.

More research needs to be done to formally designate #3. Question is, are we designating Potter’s Field (in general) or the two sites as identified on the attached map.

Morse – Phil Salkin report (at end) makes note of a possible third site.

Nass – does it meet the criteria? Reviewed and meets the criteria as outlined in the ordinance.

Nass/Mode motion to advance the resolution to the July Parks Committee and July County Board meetings. Motion carries 5/0.

**13. Future meeting schedule**

August 2, 8:30am in room 202

**14. Potential agenda items for Council's next meeting**

Work Plan

Minutes

Applications

Potter's Field –Landmark Status

**15. Adjourn and reconvene at Potter's Field for walking inspection and discussion of site layout and history**

Nass/Mode motion to adjourn @ 9:33am

Council to reconvene at Potter's Field

*Respectfully Submitted,*

*Mary Nimm*

*Program Assistant, Jefferson County Parks*