

# Historic Sites Preservation Council

Jefferson County Courthouse  
311 S. Center Avenue, Room 202

Wednesday, August 2, 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 8:35am

### 2. Roll call

Present: Morse, Foelker, Nass

Absent: Birmingham, Mode

Others Present: Nimm

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

Meeting was noticed and posted according to law.

### 4. Review of agenda

Nass – move would like to move work plan (agenda item 9 after communications to agenda item 8)

### 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 of the July 5, 2017 meeting and of the May 18, 2017 meeting

Nass/Foelker motion to approve the minutes of July 5, 2017. Motion passes 3/0

Nass/Foelker motion to approve the minutes of May 18, 2017. Motion passes 3/0

### 7. Communications

Morse – will talk to Nehmer about quarterly reports

Nass – received an email requesting names of persons buried in Potter's Field

### 8. Design of Council web page

Nass – new county website is under construction and won't be ready until January, 2018

Items on Website:

Title – JCHSPC (branch of county government under parks department)

Description of primary objectives and need mission statement: Dedicated to preserving the

history of Jefferson County.

List of Council Members

Nass – Historic Sites Council is going to be a sub-site of the parks website. Need to go through our objectives and then decide what to place on the website.

Quadrant Studies

Current Designated Sites with narrative and photos

Links to local Historical Society Web pages

## 9. **Work plan**

General Objectives listed below.

Group will prioritize objectives and add tasks to each category before next meeting:

Centralize – Clearinghouse for local Historic Sites/Info/County

Education

    Conference

Website

Process Landmark Nominations

Historic Tourism

    Map(s) of identified sites with related info on map or in digital media

Public Designation/Marking of Sites

Back log of designated historic sites – review state and local lists for county designation consideration

State/National Historic Site designation help from County

Grants/Funding

County Designation Process/Criteria

    Application, supporting documents, site inspection, certificate of designation, placement on maps

## 10. **Outreach to local historical societies**

Morse – list with contact information has been distributed. Still need a few contacts.

Foelker – Bark River Woods – contact is Olive Gross

Nass – ask local societies what they see the JCHSPC accomplishing

First meeting paired with a conference and/or attraction

Quarterly lecture series followed by meeting

Bus tours of historic sites – Indian mounds, etc.

## 11. **Prospective landmark sites**

Birmingham will write letter to J. Hyer

Nass – need application process for prospective sites

## 12. **Potter's Field follow-up**

Morse – there has been a request to install a sign with the names of those buried at Potter's Field.

There is currently a pond around Potter's Field cutting off access, is there a responsibility to maintain access to Potter's Field by the Council or Parks?

Should the cemetery be "spruced up"?

**13. Future meeting schedule**

Next meeting: October 4, 2017 or October 11, 2017

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

Establish Mission Statement

Prioritize Objectives

Begin Committee work on Objective #1

Updates on Website/Land Mark Application/Report to Parks

Future Meeting Schedule

**15. Adjourn**

Nass/Foelker motion to adjourn at 9:34am. Motion passes 3/0.

*Respectfully Submitted,*

*Mary S. Nimm, Program Assistant*