

## Historic Sites Preservation Council

Jefferson County Courthouse  
311 S. Center Avenue, Room 202

Wednesday, June 13, 2018  
8:30 a.m.

Council Members

Ed Morse, Robert Birmingham, Steve Mode, Laura Payne, Dick Schultz

### Minutes

1. **Call to order**

Ward called the meeting to order at 8:37am

2. **Roll call (establish a quorum)**

Present: Morse, Schultz, Payne, Mode

Absent: Birmingham

3. **Certification of compliance with the Open Meetings Law**

Meeting has been posted and noticed according to law

4. **Election of Committee Chair, Vice-Chair, and Secretary**

Payne/Schultz – Morse as Chair – Schultz 4/0

Morse/Schultz – Mode as Vice Chair – Schultz 4/0

Mode/Morse – Schultz as Secretary – Morse 4/0

5. **Overview of Open Meetings Law**

Ward – state law, strict rules on when a committee can meet and discuss agenda/committee/public business.

Two important observations:

- a. As a member of a governmental body if an educational event invite is sent to the majority of the board/council and there is a connection to county business, attendance is permitted unless there is a quorum of any given. If a quorum of a committee was present, this would be in violation of open meetings law.
- b. Walking quorum is illegal. Two supervisors can talk business, however a third person cannot be spoken to about the same topic in another conversation by one of the first two. Phone conversations and emails fall under the definition of a walking quorum and are illegal.

6. **Approval of the agenda**

Move setting of future scheduled to #8

7. **Approval of Committee Minutes for April 11, 2018**

Mode/Morse approve minutes – 4/0

8. **Communications**

Morse – Pohlmann Park Silo – concrete block silo, brick corbeling, concern the corbeling is loose and falling off, silo also built in township ROW. Volunteers did some tuck pointing, the cap was repaired, however the project has not been inspected and certified as safe by an engineer.

Medical examiner contacted Morse – looking for a place to place the cremated remains indigent per-

sons who pass away. Dane County has constructed a crypt, is there a place in Jefferson County to place a crypt and could it be at/in Potters Field.

Jim Braugher – may be issues with placing in Potters Field, could be close to, but not inside of.

Morse – other experts note that an inactive cemetery would need a permit and the crypt could not be placed on the site of an unmarked grave. Archeologist certification would have to take place.

**9. Public Comment (Members of the public who wish to address the Committee on specific agenda items must register their request at this time)**

Robin Untz:

- a. Aztalan Day third Sunday in July (15<sup>th</sup>) 11-3:00.
- b. Former Slaves presentation Wednesday, June 27, 2018
- c. Lake Mills Aztalan Historic Society will be holding a conference for local historical societies - ½ conference in LM, possibly first week in September.
- d. State Historic Preservation Conference this October.

Katie Otto:

- e. Distributed a listing of Historical Societies and Museums that is included in the Tourism Guide.
- f. Web designer is looking for photos for the website and print guide.

**10. Set future meeting schedule**

Morse – meetings have been scheduled for Wednesday meetings at 8:30am.

Second Wednesday, every other month. Next meeting on August 8 @ 8:30am

**11. Discussion of goals of the Council**

Morse – strategic planning process. Summary – set broad mission statement, preserve and promote history and promote historic tourism. Long range – set up county historical society.

Mode – possibly as simple as organizing the locals for a one stop shop.

Morse – stakeholders listed in the document.

Morse – next meeting list short-term goals – website, designation criteria

**12. Discussion of outreach to local historical societies**

Morse – ten local HS in the county. We need to get to know them – try to attend meetings whenever possible. Did attend the Johnson Creek meeting and visited their museum.

Payne – have visited Hoard Museum, Cambridge School Museum. We should help promote those.

Jim Braugher – Watertown Historical Society meets 2<sup>nd</sup> Thursday evening of the month.

Mode – events calendar for Historical Tourism events?

Nimm – suggest that the JC Tourism Council can post events on their website

**13. Discussion of the Council's landmark sites program**

Morse – the committee has only three listed landmark sites. Must develop criteria prior to designating new landmarks.

Morse – Quadrant Studies on the website.

Mode – would like a book of each study.

??? – Centennial Farm designations?

Robin – Inventory of State and National sites?

Jim – Hoard Museum hosted two meetings that has invited all local societies.

**14. Next meeting; August date and location**

August 8 @ 8:30am

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

Potters Field  
Landmark Sites  
Outreach

16. **Adjourn**

Payne/Mode 9:54am 3/0

*Respectfully Submitted,*

*Mary Nimm*

*Program Assistant, Parks*