

Jefferson County
Historic Sites Preservation Council Minutes

February 13, 2019

Council Members: Morse, Ed (Chair) Mode, Steve (Vice Chair)
Schultz, Dick (Secretary) Birmingham, Robert
Payne, Laura

1. **Call to order** – Ed Morse called the meeting to order at 8:32 am
2. **Roll call**
Council members present: Ed Morse, Steve Mode, Laura Payne, Dick Schultz, Bob Birmingham (@ 8:37am)
Council members absent: None
Staff Present: Mary Nimm (Program Assistant, Parks)
Members of the public present: Tim Brown (Village of Johnson Creek Historical Society)
3. **Certification of compliance with open meetings law** - Mary Nimm certified compliance with the Open Meetings 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*)
6. Approval of minutes from the December 12, 2018 meeting Schultz/Payne 4/0
7. **Communications** – none at this time.
8. **Discussion of specific goals and priorities of the Council**
Mode – met with Tammie Jaeger. We are looking for model website for historic preservation.
Documents will need to be produced (application for local designation, etc.).
Criteria for State/National registry should be linked.
Should have links to other websites.
Web content: Mission Statement, member bios, historic registries (National, State, Local – map that identifies where the sites are with site info).
Payne will attend the March 5, 2019 Jefferson County Tourism Meeting @ 11:00 am.
Tammie Jaeger will attend the next HSPC meeting for review the website.
9. **Discussion of outreach to local historical societies**
Mode – February 27, 2019 @ 5:30 pm - Hoard Museum annual meeting.
10. **Discussion of the Council's landmark sites program**
Mode – quadrant surveys are completed and need to be loaded onto the website. Need application completed.
Morse – starting with public designation of properties and buildings, need procedure and to set up the criteria and application form.

Nimm will review documents from the former *Historic Sites Preservation Committee* and distribute any templates to the Council prior to and for review at the April, 2019 meeting. Morse will work on a certificate design template and bring to the April, 2019 meeting. Council will bring a listing of possible sites to the April, 2019 meeting. Schultz – invite other organizations to submit their sites.

11. Discussion on Potters Field

Morse – invited Mark Lefebvre to attend the April, 2019 meeting to discuss how to memorialize Potters Field and the Poor Farm.

Morse – vault/crypt inscription “*Sons and Daughters of Jefferson County*”

12. Next meeting; April date and location

April 10, 2019 @ 8:30am, Jefferson County Courthouse, Room 204

13. Potential agenda items for Council’s next meeting

14. Adjourn

Schultz/Payne 5/0

Minutes prepared by:

Mary Nimm
Program Assistant
Parks

DRAFT