

Historic Sites Preservation Council Minutes  
Jefferson County

Videoconference or  
Jefferson County Courthouse  
311 S. Center Avenue  
*Videoconference OR Courthouse, Room 202*  
Jefferson, WI 53549

Topic: Historic Sites Preservation Council  
Time: October 12, 2022 08:30 AM Central Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/82800249230?pwd=NEV1RkczcURvSmZjTXh3OFVVdEdwUT09>

**1. Call to order**

Untz called the meeting to order at 8:30 am

**2. Roll call**

Present: Martin, Callan, Mode, Untz  
Staff Present: Truman, Kokkonen, Wiesmann, Buchholz

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

Truman certified compliance

**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)**

Kim Buchholz – presented a box of historic preservation documents

**6. Approval of minutes from the August 10, 2022 meeting**

Martin/Callan motion to approved the August, 2022 minutes. Motion passes 5/0.

**7. Communications**

Mode – save for application process

**8. Review of Web Updates**

Mode – save for application process

**9. Discussion on Story Maps/GIS web Mapping**

Kokkonen - will have to review email from Untz with links to already registered Historic Sites. The quadrant studies have properties, but the format will have to be changed into a data set. Truman will build a dataset input form, Untz (and others) will populate the dataset for map migration.  
No action taken.

**10. Discussion on Historic Sites Application Form and Submittal/Nomination Process**

Mode – Merilee Lee/Fort Atkinson Hoard Museum – submitted a form for the Water Tower in Fort Atkinson.

Needed direction on how to find the application.

Add – types of buildings

History – ethnic?

Review input designations/descriptions

Save Feature/Print Copy/Fillable PDF???

Send Water Tower Application to committee for designation review.

**11. Review and Discussion on Historic Sites Preservation Council Ordinance**

**12. Discussion and Possible Action on Heirloom Apples and other Potential Historic Properties**

Will review newly submitted applications, and move to the front of the agenda at future meetings.

**13. Next Scheduled Meetings per the 2022 Proposed Meeting Schedule:**

a. December 14, 2022

b. February 8, 2023

c. April 12, 2023

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

Change wording for Item 12

Map

Form Updates

Review test/applications

**15. Adjourn**

Callan/Martin motion to adjourn at 9:13 am. Motion passes 4/0.

Respectfully Submitted,

Mary S. Truman

Adv. Program Assistant, Jefferson County Parks