

Historic Sites Preservation Council Minutes

Date: Wednesday, February 8, 2022

Time: 8:30 AM

Videoconference OR
Highway Committee Room
1425 Wisconsin Dr
Jefferson, WI 53549

1. **Call to order**

Untz called the meeting to order at 8:30 am

2. **Roll call**

Present: Callan, Gulig, Mode, Martin, Untz

Absent:

Staff: Truman

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)**

No public comment.

6. **Approval of minutes from the December 14, 2022 meeting**

Gulig/Callan motion to approve the minutes from the 12/14/2022 meeting. Motion passes 5/0.

7. **Communications**

No communications

8. **Review Insurance Disclaimers as they relate to Historic Property Tours**

Untz – insurance coverage for a historic property may be difficult once listed on a historic directory due to age and replacement values. Disclaimer on state website noting that the properties are listed as historic, and are eligible for property insurance. Council may want to consider a disclaimer as such if/when they are listed in the County Historic Sites Directory and if/when the properties are available for public tours.

An example letter will be provided to J. Blair Ward, Corp Counsel, for review and potential listing on the County Historic Sites website.

Martin – suggested edit/disclaimer for website: private property/do not trespass.

No action taken.

9. **Discussion on Potential Student Interns**

Gulig – attempted to connect with the students, nothing concrete at this time. Perhaps a job description is in order for recruitment. Funding available for interns??? Any grant funds available for interns???

Job Descriptions will be drafted for review and grant funding will be researched.
No action taken.

10. Discussion and Possible Action on Potential Historic Property Applications

No new applications for review.

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

Mode will solicit applicant properties for process testing.
Truman will forward any new applications to the Council for review.
Council will review the applications and potentially tour.
Will the Council have criteria listing to validate decisions.
Link to the verbiage on the County Ordinance regarding qualifications.
No action taken.

12. Discussion on Story Maps/GIS web Mapping

No updates since the last meeting.

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

- a. April 12, 2023
- b. June 14, 2023
- c. August 9, 2023
- d. October 11, 2023
- e. December 13, 2023

14. Potential agenda items for Council's next meeting

When to launch the application process
Review "score card" for applications
Review of insurance information – Corp Counsel

15. Adjourn

Callan/Gulig motion to adjourn at 9:11 am. Motion passes 5/0.

Respectfully submitted,

Mary S. Truman
Advanced Program Assistant