

Historic Sites Preservation Council Minutes

Date: Wednesday, October 11, 2023

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 8:31 am

2. Roll call

Present: Callan, Martin, Untz

Remote: Gulig

Absent: Mode

Others:

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 August 9, 2023 meeting

Martin - #10 remove JD status from minutes

Gulig/Callan approve with amendment. Motion passes 4/0.

7. Communications

Truman noted that per an email from Steve Mode, he will no longer be serving on the Council.

8. Discussion on Story Maps/GIS Web Mapping

Untz – Kokkonen was trying to access data from State Historical Society website. Kokkonen will work with Madison for access to the data.

9. Discussion and Possible Action on Potential Historic Property Applications & Target Date to Launch Application Process

10. Discussion on Historic Sites Application Form and Submittal/Nomination Process, including Application Score Card

Gulig – strike the term “pre-historic”, the terms indigenous and archeological conflict with each other, and stated that perhaps there are too many overlapping categories? Scoring matrix: 27-45?

Untz – stated they should replicate the language in the ordinance.

Martin – asked if the names of the reviewers should be included on the paperwork?

Truman – suggested attaching the minutes from the application review to score cards for recordkeeping.

Untz – change language to match ordinance. Redacted information (address) for privacy concerns?
No action taken.

11. Discussion and Possible Action on Press Release Announcing Acceptance of Historic Property Applications

Untz – Per Blair Ward, Corporation Council: Society’s vs Society = Historical Society’s in Jefferson County. Add: qualifying measures for Historical Consideration to the Press Release, add statement regarding maintaining privacy of the property owners.

Martin – Add: disclosure of the exact location dependent on application and nature of the site.

Gulig – Quote: the Jefferson County Historical Society is excited to... with Jefferson County’s historical properties.

12. Review Insurance Disclaimers as they relate to Historic Property Tours

Untz – Corp Council noted disclaimer is not necessary, but can be included if the Council wishes to do so.

Martin – statement shall be included on application and on the website.

Untz – bring official statement for approval.

13. Review Historic Sites Preservation Council Ordinance

Gulig – is there a mechanism for removal of a property from the registry?

Gulig – submitted recommended changes to the Ordinance.

Untz – make edits for final review and bring back at the next meeting for formal approval to present the changes to the Parks Committee.

No action taken.

14. Discussion on Potential Student Interns

Luckey – budget presentation at last night’s County Board. No new approved positions.

Untz – questioned if the Council finds funding (looking into WILS), might it be used to pay an intern.

15. Next Scheduled Meetings per the 2023 Proposed Meeting Schedule:

- a. December 13, 2023

16. Potential agenda items for Council’s next meeting

Add discussion and possible action to the items above for official approvals.

2024 Meeting Schedule?

2024 Budget?

17. Adjourn

Callan/Martin motion to adjourn. Motion passes 4/0.

Respectfully submitted,

Mary S. Truman

Advanced Program Assistant