

Historic Sites Preservation Council Minutes

Date: Wednesday, December 13, 2023

Time: 8:30 AM

Videoconference OR
Jefferson County Courthouse
Room C1049
311 S. Center Avenue
Jefferson, WI 53549

Join Zoom Meeting

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

Meeting ID: 828 0024 9230

Passcode: 987795

Dial by your location: 1 312 626 6799 US (Chicago)

1. Call to order

Untz called the meeting to order at 8:30 am

2. Roll call

Present: Callan, Gulig, Martin, Untz

Remote:

Others:

Staff Present: Truman, Cicero

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 October 11, 2023 meeting

Gulig/Callan to approve the October 11, 2023 minutes. Motion passes 4/0.

7. Communications

No communications

8. Discussion on Jefferson County Potter's Field Study with University of Wisconsin-Whitewater

Cicero – noted there is a map of Potter's Field included in the agenda packet. The map illustrates Jefferson County's Potter's Field locations of unidentified remnants of unclaimed individuals. A few years ago, the LWCD conducted an archival study. The study showed additional locations of grave sites, many of which are sunken and some have headstones. Recently a Crypt was installed in 202??? for today's indigents. The Land and Water Conservation Department has contacted the University of Wisconsin-Whitewater. The two entities will partner with UW-W staff and students, in Spring 2024, using ground penetrating radar in an effort to locate additional unknown gravesites.

Gulig – stated that ground conditions (frozen, snow free preferred) will define when the ground penetrating radar is most effective. Topic/updates will be brought back at the next meeting.

9. Discussion and Possible Action on Story Maps/GIS web Mapping

No discussion

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

Process will launch the first meeting of 2024.

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

Gulig – indigenous misspelling to be corrected.

Callan – format consistent capitalizing.

Martin/Gulig motion to make edits and submit to Corp Counsel for review.

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

Callan – questioned (2nd full paragraph, last sentence) membership statement.

Untz/Callan motion to forward to Corp Counsel for final review, and publication after approval.

Motion passes 4/0.

13. Discussion and Possible Action on Insurance Disclaimers as they relate to Historic Property Tours

Untz – information shall be provided if/when asked for.

No action taken.

14. Discussion and Possible Action on Historic Sites Preservation Council Ordinance

Callan – questioned the use of acronyms and suggested to use the full description.

Untz – provided information on suggested language related to information contained on a public search site for an “opt out” of site information for private landowners upon change of ownership.

Truman – will discuss contact information with Wiesmann.

Gulig/Callan motioned to forward the revised Ordinance to Corp Counsel with the edits discussed at today’s meeting. Upon review and approval by Corp Counsel, forward to appropriate governing boards/committees.

Motion passes 4/0.

15. Discussion and Possible Action on New Council Member

Committee will reach out to contacts for new members.

Gulig will speak with Pete Killoran about membership.

No action taken.

16. Next Scheduled Meetings per the 2024 Proposed Meeting Schedule:

a. January 10, 2024

b. March 13, 2024

Truman will verify the calendar.

17. Potential agenda items for Council’s next meeting

Budget review

Story Maps

18. Adjourn

Gulig/Callan motion to adjourn at 9:19 am.

Respectfully Submitted,

Mary S. Truman

Adv. Program Assistant