

**Historic Sites Preservation Council Minutes**  
**Date: Wednesday, December 11, 2024**  
**Time: 8:30 AM**

**Council Members: Anthony Gulig, Roger Lindl, Matthew Tracy, Robin Untz**

1. **Call to order**  
Untz called the meeting to order at 8:30 am
2. **Roll call**  
Council Members Present: Lindl, Gulig, Untz, Tracy (remote)  
Council Members Absent:  
Staff Present: Truman, Cicero, Wiesmann (remote), Kokkonen  
Others Present: Austin Temple – UWW Mapping Intern
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)**  
N/A
6. **Approval of minutes from the August 14, 2024 meeting**  
Gulig/Lindl Motion to approve the minutes from August 14, 2024. Motion passes 4/0.
7. **Communications**  
N/A
8. **Discussion and Update on Potter’s Field Study**  
Gulig – data from ground scans is undergoing review.  
Cicero – report expected prior to 2024-year end.
9. **Discussion and Possible Action on Story Maps/GIS web Mapping**  
Austin – noted that he worked on mapping and location coordination, naming, etc. – bookmarks for each section of Jefferson County were corrected and relocated geographically. State Icon points – pairing information from the Wisconsin Historical Society and creating new icons as necessary. The map work has been started but there is quite a bit of work to do with the data points. The work became a virtual way of surveying land in a historical sense. The work has been beneficial to Austin as a student experience.  
Kokkonen – had Austin focus in on specific areas within the County boundaries. Reference points used are from state data and the County Quadrant study data. The public facing map will allow a search option for specific types of points/properties. Working on ways to automate the system making it more user friendly. The map team met to talk about the Historical Aspect of the final map.
10. **Discussion and Possible Action on Potential Historic Property Applications**  
Truman – received a call after the press release about the application process, but has not yet received any applications.  
Tracy – suggested distribution of an information one-sheet to the County Board Members, local Historical Societies, Chambers of Commerce, etc. This one-sheet will help serve distribution to potential applicants.  
Gulig – questioned posting on the County Facebook page/social media?  
Untz – suggested sending the “How To” information to State Historical Society.  
Untz – will create a one-page (similar to a realtor listing) including facts, accomplishments, what we are looking for, steps for applying, what is a historical site, etc..

11. **Potential agenda items for Council's next meeting**
  - One-Sheet
  - Web Mapping
  - Internship(s)
  
12. **Next Scheduled Meetings per the 2025 Proposed Meeting Schedule**
  - Second Wednesday, every other month @ 8:30 AM.
  - February 12
  - April 9
  - June 11
  
13. **Adjourn**
  - Gulig/Lindl motion to adjourn at 9:23 AM. Motion passes 4/0.

*Respectfully Submitted,*

Mary S. Truman  
Adv. Program Assistant, Parks