



Historic Preservation Commission

Regular Meeting

335 South Broadway
De Pere, WI 54115
<https://www.deperewi.gov/>

Final Minutes

Monday, April 15, 2024

6:00 PM

Council Chambers and Virtual

Call to Order

The meeting was called to order at 6:00 PM by Chairperson Jonathon Hansen

Attendee Name	Title	Status	Arrived
Patrick Boyd	Commissioner	Present	
Gene Hackbarth	Vice Chairperson	Present	
Jonathon Hansen	Chairperson	Present	
Mark Reinhart	Commissioner	Present	
Jane Schueller	Commissioner	Present	
Adam Turriff	Commissioner	Excused	

Also present: City Planner Peter Schleinz.

2. Approval of the minutes of the February 19, 2024 Historic Preservation Commission meeting.

Ald. Hansen requested that the spelling of AARPA be corrected in Agenda Item #7 to "ARPA". Staff noted that the correction would be made. There were no other corrections. Gene Hackbarth moved, seconded by Jane Schueller, to approve the minutes with the suggested correction. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Gene Hackbarth, Vice Chairperson
SECONDER:	Jane Schueller, Commissioner
AYES:	Boyd, Hackbarth, Hansen, Reinhart, Schueller
EXCUSED:	Adam Turriff

3. Public comments upon matters not on the agenda. Comments made during the public comment period shall pertain only to matters under the jurisdiction of the Historic Preservation Commission. §6-3(f) DPMC.

There were no public comments.

RESULT:	DISCUSSED
----------------	------------------

4. Consideration and possible action on the proposed 2024-2025 Wisconsin Historical Society grant for the Federal and State Registries designation of the Former State Bank of De Pere at 127 N Broadway ST. Presentation by Gene Hackbarth.

Gene Hackbarth noted that the grant is a CLG subgrant. He will reach out to the owners and request that they write a formal letter stating their approval of the federal and state designation. City Planner Peter Schleinz noted that City staff review of the Memorandum of Agreement does not require HPC action. No formal bid proposals have been received. Jane Schueller moved, seconded by Gene Hackbarth, to receive the update and place on file. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jane Schueller, Commissioner
SECONDER:	Gene Hackbarth, Vice Chairperson
AYES:	Boyd, Hackbarth, Hansen, Reinhart, Schueller
EXCUSED:	Adam Turriff

5. Consideration and possible action on Educational Program #1. Presentation by Mark Reinhart and Patrick Boyd.

Patrick Boyd and Mark Reinhart provided an update on the educational program #1. They are looking at the historical significance of street names in De Pere. Both members are also volunteers at White Pillars. Ald. Hansen stated that he is in favor of this project. He asked how they plan on presenting the information to the public. Patrick suggested it could be featured on the City's social media. Both Patrick & Mark are in favor of this method of communication. Gene Hackbarth stated that he liked the partnership of the De Pere HPC and the De Pere Historical Society for this project. City Planner Peter Schlein stated that the educational program is designed to be completed in May during Wisconsin's Historic Preservation month. Patrick stated that it could possibly be ready for June. Ald. Hansen moved, seconded by Gene Hackbarth, to receive the update and place on file. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jonathon Hansen, Chairperson
SECONDER:	Gene Hackbarth, Vice Chairperson
AYES:	Boyd, Hackbarth, Hansen, Reinhart, Schueller
EXCUSED:	Adam Turriff

6. Consideration and possible action on historic district sign distribution, instructions, and installation. Presentation by Jonathon Hansen and Mark Reinhart.

Ald. Hansen provided an update on the historic district sign distribution and installation. He suggested sending letters to all homeowners, or going door-to-door and delivering the signs. Mark Reinhart is in favor of sending letters and then hand delivering the signs. A set of instructions for installing the signs will need to be drafted by the HPC members. Ald. Hansen moved, seconded by Patrick Boyd, to receive the update and place on file. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jonathon Hansen, Chairperson
SECONDER:	Patrick Boyd, Commissioner
AYES:	Boyd, Hackbarth, Hansen, Reinhart, Schueller
EXCUSED:	Adam Turriff

7. Consideration and possible action on ARPA funded historic district descriptive signage. Presentation by Jane Schueller, Jonathon Hansen, and Mark Reinhart.

The correct HPC members working on this project are Ald. Hansen, Jane Schueller and Patrick Boyd. Ald. Hansen provided an update on ARPA funded historic district signage. The locations for the signs were finalized in February 2022. The project was halted in 2022 when it was determined that the signs were ineligible for funding from the CLG sub-grant funds. However, in 2023, other funding became available to continue with this project. Ald. Hansen stated the locations for the signs. The next step in the process is sign design and content. If the dollar amount is over \$5000, it would need to go to an RFP.

City Planner Peter Schleinz suggested that the HPC members touch base with the Department of Public Works to make sure the locations are ok with them and that no utilities would be in the way. Mark Reinhart moved, seconded by Gene Hackbarth, to receive the update and place on file. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Mark Reinhart, Commissioner
SECONDER:	Gene Hackbarth, Vice Chairperson
AYES:	Boyd, Hackbarth, Hansen, Reinhart, Schueller
EXCUSED:	Adam Turriff

8. Discussion about the Historic Walking Tour update. Presentation by Jonathon Hansen.

Ald. Hansen provided an update on the historic walking tour. He is part of a three person sub-committee with Definitely De Pere to make improvements to some of the photos and formatting issues. New photos will be sent from St Norbert College and the curator of the De Pere Historical Society. Public launch will hopefully take place in time for the month of May. This is a discussion only item, so no action was taken.

RESULT:	DISCUSSED
----------------	------------------

Adjournment

Patrick Boyd moved, seconded by Mark Reinhart, to adjourn the meeting at 6:40 PM. Upon vote, motion carried unanimously.

Respectfully submitted,
Kelly Barker