



Historic Preservation Commission

Regular Meeting

335 South Broadway
De Pere, WI 54115
<http://www.de-pere.org>

Final Minutes

Monday, April 15, 2019

6:00 PM

De Pere City Hall Council Chambers

Call to Order

The meeting was called to order at 6:00 PM by Chairperson Mike Fleck

Attendee Name	Title	Status	Arrived
Scott Crevier	Alderperson	Present	
Mike Fleck	Chairperson	Present	
Gene Hackbarth	Commissioner	Present	
Brian Netzel	Vice Chairperson	Present	
Sue Sands	Commissioner	Excused	
Adam Turriff	Commissioner	Present	
Joanne Vomastic-Muka	Commissioner	Present	

Also present: City Planner Peter Schleinzi.

2. Approval of the minutes of the March 18, 2019 Historic Preservation Commission meeting.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Gene Hackbarth, Commissioner
SECONDER:	Scott Crevier, Alderperson
AYES:	Crevier, Fleck, Hackbarth, Netzel, Turriff, Vomastic-Muka
EXCUSED:	Sue Sands

3. Discussion and possible action regarding reports from Historic Preservation Commission members that attended the Wisconsin Association of Historic Preservation Commissions State Conference and CAMP Training Event on April 12, 2019.

Gene Hackbarth reported that the conference was very well attended. He noted that the conference was free to attend this year, due to a generous donation from the Jeffries Family Foundation. As part of the program, a Code of Ethics for Commissions and Staff was presented. Gene noted that he would provide all of the HPC members with a digital copy. Gene also mentioned that Amy Sorenson of St. Norbert College received an award for her efforts that resulted in the induction of the St. Norbert Campus Historic District onto the National Register of Historic Places. City Planner Peter Schleinzi reported that he attended the conference as well. He liked the fact that the conference touched on the rules that staff must follow. Joann Muka noted that she also attended the conference and is in the process of compiling her notes. Scott Crevier requested staff to send a link of the powerpoint presentation to the HPC members and Peter replied that he would take care of sending out the powerpoint.

RESULT:	NO ACTION
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4. Discussion and possible action regarding Historic Preservation Commission support of May Historic Preservation Month events related to Historic Tax Credit applications and tours of Lawton Foundry Apartments.

Gene Hackbarth reported that property owners have contacted him regarding historic tax credits, so he would like the commission to offer a one-hour seminar for property owners who would like to learn more about applying for historic tax credits. Since May is

Historic Preservation Month, he recommends that the seminar take place in May. Brian Netzel asked if an outside speaker would be hired to conduct the seminar. Gene suggested that someone on staff with the Wisconsin Historical Society would possibly be able to lead the seminar. Adam Turriff asked Gene if he had a date and location in mind. Gene offered to set up a date and location for the seminar. Mike Fleck moved, seconded by Adam Turriff, to approve Gene's suggestion. Upon vote, motion carried unanimously. Gene explained that he has been in contact with the manager of the Lawton Foundry Apartments and she has agreed to offer tours to the public if there is a vacant apartment in May. The Lawton Foundry building is listed on the State and National Registries. Gene noted that he is willing to set up a date and time for the tour. Adam Turriff suggested pairing the seminar and the tour on the same day, possibly holding the seminar at the Kress Library and offering the tour before and/or after the seminar. HPC members were in agreement that this would be a good plan.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Mike Fleck, Chairperson
SECONDER:	Adam Turriff, Commissioner
AYES:	Crevier, Fleck, Hackbarth, Netzel, Turriff, Vomastic-Muka
EXCUSED:	Sue Sands

5. Discussion and possible action regarding a Memorandum of Agreement from the Wisconsin Historical Society, regarding a \$12,000 grant for costs related to the potential state and national nomination of the Mansion Street WWII Defense Homes Historic District and the Daviswood Ranch Homes Historic District.

City Planner Peter Schleinz reported that the City has received the Memorandum of Agreement (MOA) from the state. Staff suggested that the HPC approve the MOA and forward it to Common Council along with retroactive grant approval. Once the MOA has been approved by Council, it can be signed by the Mayor and returned to the Wisconsin Historical Society. Mike Fleck asked if a consultant has been chosen for the grant. Peter replied that he has received resumes from five potential candidates; however, before a candidate can be selected, the signed MOA must be returned along with a draft RFP (request for proposal). Mike Fleck moved, seconded by Gene Hackbarth, to approve the Memorandum of Agreement and forward it to the Common Council. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Mike Fleck, Chairperson
SECONDER:	Gene Hackbarth, Commissioner
AYES:	Crevier, Fleck, Hackbarth, Netzel, Turriff, Vomastic-Muka
EXCUSED:	Sue Sands

6. Future Agenda Items.

No future agenda items were discussed.

RESULT:	DISCUSSED
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Adjournment

Scott Crevier moved, seconded by Adam Turriff, to adjourn the meeting at 6:19 PM. Upon vote, motion carried unanimously.

Respectfully submitted,
Kelly Barker