



Historic Preservation Commission

335 South Broadway

De Pere, WI 54115

<http://www.de-pere.org>

Regular Meeting

Final Minutes

Monday, March 17, 2014

6:00 PM

De Pere City Hall Council Chambers

Call to Order

The meeting was called to order at 6:10 PM by Committee Member Mary Jane Herber

Attendee Name	Title	Status	Arrived
Scott Crevier	Aldersperson	Excused	
Mike Fleck	Commissioner	Present	
Gene Hackbarth	Commissioner	Present	
Mary Jane Herber	Committee Member	Present	
Tom Monahan	Commissioner	Absent	
Brian Netzel	Commissioner	Present	
Carla Nicks	Commissioner	Present	

Also present: City Planning Director Ken Pabich.

2. Approval of the minutes of the February 17, 2014 meeting.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Mike Fleck, Commissioner
SECONDER:	Carla Nicks, Commissioner
AYES:	Fleck, Hackbarth, Herber, Netzel, Nicks
ABSENT:	Tom Monahan
EXCUSED:	Scott Crevier

3. Update on the sign at the fountain on James Street.

Gene Hackbarth reported that Fossil Industries has revised their ship date to March 19th. He will do a visual inspection upon arrival and then release the payment for the remaining balance. Gene provided Mary Jane Herber with a copy of the invoice from Orde Advertising for \$390.61. Gene motioned, seconded by Brian Netzel, to approve payment upon completion of their work. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Gene Hackbarth, Commissioner
SECONDER:	Brian Netzel, Commissioner
AYES:	Fleck, Hackbarth, Herber, Netzel, Nicks
ABSENT:	Tom Monahan
EXCUSED:	Scott Crevier

4. Update on plaques for National Register properties.

Carla Nicks reported that all plaques have now been delivered. Carla hand delivered the plaque for St. Norbert College Main Hall and the college has already installed it. Carla will coordinate installation of the remaining plaques with Reinhold Sign. Carla motioned, seconded by Gene Hackbarth, to approve the revised invoice total for Reinhold in the amount of \$910 instead of the original quote of \$875, because a 26th plaque was added later. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Carla Nicks, Commissioner
SECONDER:	Gene Hackbarth, Commissioner
AYES:	Fleck, Hackbarth, Herber, Netzel, Nicks
ABSENT:	Tom Monahan
EXCUSED:	Scott Crevier

5. Preserve America signs.
Brian Netzel reported that he obtained a new quote for seven additional Preserve America signs; there was no change in the price. He displayed a map of population signs for the group, showing the placement of the signs that were erected last year, as well as potential locations for additional sign placement. Ken Pabich reported that the department of Public Works, in conjunction with the Parking/Traffic team (made up of Engineering/Planning/Police), is interested in developing a policy for roadside signs. Their intent is to set a limit on the quantity of each type of sign to prevent overload. Public Works has requested that the Commission hold off on this project until a policy is created. Mary Jane Herber inquired how many citizen members are on this road sign team; it is composed of city staff only. Discussion followed. Mary Jane requested a count of all types of existing signage, which Ken will provide.
6. Review of City of De Pere website.
The group discussed potential changes to Historic Preservation-related website content, and decided to request that the following keywords be added to the website's A-Z index: National Register of Historic Places; Tax Credits, Historic Properties; Historic Districts/Structures; Maps, Historic Properties. Ken Pabich recommended that the Commission ensure in advance that content is available on the website to link to the new keywords. The committee requested paper copies of the Historic Preservation website pages to use for reference in reviewing current content.
7. 2013/2014 budget review and requests for carryover.
The group reviewed the budget report. Ken Pabich reported that the committee's carryover request is being presented to the Finance Committee next month.
8. Local landmark status request - De Pere Historical Society.
Mike Fleck presented a letter from the De Pere Historical Society requesting that the Historic Preservation Commission begin the process of designating the Polo Resto as a local landmark. Mary Jane Herber and Gene Hackbarth will work on this project and respond to the Historical Society.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Mike Fleck, Commissioner
SECONDER:	Gene Hackbarth, Commissioner
AYES:	Fleck, Hackbarth, Herber, Netzel, Nicks
ABSENT:	Tom Monahan
EXCUSED:	Scott Crevier

9. Reconstruction of WI Highway 32 from Third St - Ash St: historic significance.
Mike Fleck reported that the De Pere Historical Society received a request from Himalayan Consultants LLC, on behalf of the Wisconsin Department of Transportation, for comments or feedback pertaining to historical significance, archeological impact, etc. in the area of this project. Mike stated that the Historical Society is not aware of any impacts. Ken Pabich reported the reconstruction of Eighth St from Oak to the Ashland

roundabout is scheduled for 2016. The section of Main Av from the Claude Allouez bridge to Eighth St is tentatively slated for 2019-2020. The DOT has done an inventory of affected properties; Ken will provide a copy to the group. Gene Hackbarth suggested that the Commission could reach out to property owners about the historic building tax credit program if any of them would require necessary foundation repair.

10. Riverwalk donation summary for WI Historical Society.
Gene Hackbarth reported that Marty Kosobucki, city Parks Director, has provided the Wisconsin Historical Society with the figures they needed for the Department of Interior report. No further action required.
11. Historic Preservation Review Board meeting on February 28th.
Mary Jane Herber reported that both residential nominations (Heyrman and Guthnecht houses) were accepted by the State Review Board. They will now proceed on to the Department of the Interior for the final step, which should occur sometime in late summer. Once the properties are confirmed, the Historic Preservation Commission would like to hold a certificate presentation at the beginning of a city council meeting.
12. Programs and community education.
The group reviewed information about the March 27th Historic Tax Credits presentation which was announced at the February meeting. The decision was made to generate a mailing to commercial property owners who qualify. Gene reported that on Friday, March 28th, Zimmerman Architectural Studios in Milwaukee will be holding a similar presentation; it will include two developers as well as a CPA who have experience working on these types of projects.
13. Historic Preservation Month.
Mary Jane Herber has tentatively scheduled Mark Buechel to do a presentation on May 15th. Discussion followed on potential location and time for the meeting.

Gene Hackbarth will contact the owners of the Lockkeeper's House to determine if they are interested in offering a tour the weekend of May 31st. This could include a tie-in with Kavarna and the locks as well.

An east side and west side dedication of National Register plaques was also discussed.

The group discussed creating a photographic scavenger hunt by posting picture clues of local landmarks on the city's website. Citizens could submit guesses and a winner would be drawn from correct entries. Mary Jane has spoken with a Green Bay Press Gazette representative who felt they may be interested in participating. Gene will contact Definitely De Pere to discuss their potential involvement.
14. Report on meeting with the Village of Allouez Historic Preservation Commission.
Mary Jane Herber was a guest speaker at a recent Village of Allouez Historic meeting. She reported that she shared information about how De Pere's Commission operates, as well as projects and grants that have been undertaken, and it was very well received.
15. Report on properties and status.
No reports.
16. Future agenda items.
None.

Adjournment

Mike Fleck motioned, seconded by Brian Netzel, to adjourn the meeting at 7:57 pm. Upon vote, motion carried unanimously.

Respectfully submitted,
Carey Danen