



Historic Preservation Commission

335 South Broadway

De Pere, WI 54115

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

Regular Meeting

Final Minutes

Monday, March 16, 2015

6:00 PM

De Pere City Hall Council Chambers

Call to Order

The meeting was called to order at 6:12 PM by Commissioner Mike Fleck

Attendee Name	Title	Status	Arrived
Scott Crevier	Alderpersion	Present	
Mike Fleck	Commissioner	Present	
Gene Hackbarth	Commissioner	Present	
Brian Netzel	Commissioner	Present	
Sue Sands	Commissioner	Present	
Adam Turriff	Commissioner	Present	

Also present: City Planning Director Ken Pabich.

2. Election of officers.

Ken Pabich requested nominations for the positions of chair and vice chair. Each Commission member was nominated in turn and declined, citing workload conflicts. Ken explained that the city has hired an associate planner, and therefore the meeting preparation workload will shift to staff. The chair position will entail finalizing the agenda with staff and running the meetings. Ken stated that the Commission has done an awesome job, but other city boards have traditionally had more staff support, and this board will now be able to shift in that direction as well. Mike Fleck motioned, seconded by Gene Hackbarth, to nominate Brian Netzel for the position of vice chair. Upon vote, motion carried unanimously. Sue Sands motioned, seconded by Adam Turriff, to nominate Mike Fleck for the position of chair. Upon vote, motion carried unanimously.

3. Approval of the minutes of the January 19, 2015 meeting.

Gene Hackbarth motioned, seconded by Scott Crevier, to approve the minutes as amended. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Gene Hackbarth, Commissioner
SECONDER:	Scott Crevier, Alderpersion
AYES:	Crevier, Fleck, Hackbarth, Netzel, Sands, Turriff

4. 2015 budget review.

Ken Pabich reviewed the budget report, noting that it has been changed to include line item detail for transactions. Scott Crevier requested additional detail for the carryover request, which is going before the Finance Committee next month. The group agreed that the budget report can be presented to the Commission on a quarterly basis rather than monthly. Gene Hackbarth motioned, seconded by Adam Turriff, to accept the budget report. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Gene Hackbarth, Commissioner
SECONDER:	Adam Turriff, Commissioner
AYES:	Crevier, Fleck, Hackbarth, Netzel, Sands, Turriff

5. Historic marker for the Minahan Stadium site.

Sue Sands reported that she met with Abbot Neville to outline expectations for the marker project. The Abbot provided Sue with some books that can be used for research, and also offered the services of their landscapers to erect the plaque. Discussion followed regarding a custom/private marker versus a state marker. Abbot Neville did not express a preference. Ken will provide the state marker requirements to Sue and Brian Netzel, and offered that city staff can take the lead on the project if they wish.
6. Update on National Historic Register nominations for two residential properties.

The National Register entries for the Gutknecht and Heyrman houses are complete. No further action is needed. Gene Hackbarth suggested that these owners also be invited to a council meeting in the near future for recognition.
7. National Historic Register nomination for Nicolet High School.

This nomination is scheduled for the May 8th review board meeting in Janesville. Gene Hackbarth recommended that representatives from both the Historic Preservation Commission and St. Norbert College should attend the meeting. Gene will work with the college to obtain a written document to present at the review board meeting.
8. WI Historical Society sub-grant award for St. Norbert College campus survey.

The Commission has been awarded an \$8,000 sub-grant to hire a consultant to perform an intensive survey of all St. Norbert College buildings that are 40 years and older. The survey will identify buildings that are eligible either as standalone or contributing buildings for the National Register of Historic Places. Ken Pabich and Gene Hackbarth will be working with the college, as soon as official notice is received, to begin the process of soliciting proposals for the survey. The project should be completed by the end of this year.
9. Historic Register plaques for the N. Broadway district.

The City's Planning Department intern conducted research to identify the names of the original owners/builders of the homes in the N. Broadway district. He used the intensive survey, an old tour book of the district, and the original district nomination document. Ken Pabich reported that there are still 15 properties with no identifying information; he requested guidance from Commission members on how to proceed. Discussion followed regarding the possibility of creating plaques without names, as well as potential sources for further research, such as Sanborn fire maps, tax records, and current homeowners. The group agreed to conduct further research prior to sending out the survey letters to residents. The new Planning Department staff member will work on this project, and bring it back for the May agenda.
10. Planning for Historic Preservation Month activities - May 2015.

Adam Turriff has secured the assistance of Alyson Watson with Definitely De Pere for the scavenger hunt activity. She suggested gearing the scavenger hunt either for children or adults but not both. He asked Commission members to submit 3-5 photos and/or ideas

of commercial properties by April 15th and he will work with Alyson to post them on the Definitely De Pere website and social media accounts.

Gene Hackbarth is putting together a workshop on historic tax credits to be held on May 19th. It will include representatives from the Wisconsin Historical Society, the Department of Revenue, and the Wisconsin Economic Development Corporation. A specific time for the presentation has not been set, but will most likely be in the 2:00 - 5:00 time frame. The Fort Howard Theatre at St. Norbert College's Bemis Center can be rented at a cost of \$300. Sue Sands motioned, seconded by Scott Crevier, to approve the expense. Upon vote, motion carried unanimously.

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

11. Discuss the status of the Front St. mural.

The Front Street mural was created 25 years ago for the City's 100th anniversary. Sue Sands has received a few inquiries from citizens asking if the mural can be re-painted. She reported that an art teacher at De Pere High School is willing to paint it with a group of students; a citizen has also volunteered to donate the paint. Ken Pabich stated that the site of the mural has been identified for redevelopment in the City's master plan; there is concern about citizens investing time and money in renovation if it may eventually come down. Scott Crevier suggested exploring alternative sites, noting that it would be a shame to waste the resources of citizens who are willing to take on this type of project. Ken suggested that Sue refer her contact to Mayor Walsh, who could discuss options with them.

12. Proposal to meet with Historic Preservation Commissions from surrounding communities.

Mark Steuer from the Brown County Trust for Historic Preservation has proposed organizing a meeting of local historic preservation commissions to share ideas and information. Ken Pabich suggested that one or two representatives from this Commission attend and report back; if most of the Commission members would attend, it would then become a formal meeting of a City board and as such would have to be publicly noticed, with a formal agenda and minutes. Mike Fleck volunteered to attend the first meeting.

13. Future agenda items.

Nomination submission to the Wisconsin Association of Historic Preservation Commissions in the Advocacy Category for the Lockkeeper's House project. Ken Pabich requested that members submit agenda items to staff by the Monday prior to meetings.

Adjournment

Adam Turriff motioned, seconded by Brian Netzel, to adjourn the meeting at 7:23 PM. Upon vote, motion carried unanimously.

Respectfully submitted,
Carey Danen