



Historic Preservation Commission

335 South Broadway

De Pere, WI 54115

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

Regular Meeting

Final Minutes

Monday, January 19, 2015

6:00 PM

De Pere City Hall Council Chambers

Call to Order

The meeting was called to order at 6:07 PM by Commissioner Mary Jane Herber

Attendee Name	Title	Status	Arrived
Scott Crevier	Alderperson	Present	
Mike Fleck	Commissioner	Present	
Gene Hackbarth	Commissioner	Present	
Mary Jane Herber	Commissioner	Present	
Brian Netzel	Commissioner	Excused	
Sue Sands	Commissioner	Present	
Adam Turriff	Commissioner	Present	

Also present: City Planning Director Ken Pabich and members of the public.

2. Approval of the minutes of the December 15, 2014 meeting.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Mike Fleck, Commissioner
SECONDER:	Gene Hackbarth, Commissioner
AYES:	Crevier, Fleck, Hackbarth, Herber, Sands, Turriff
EXCUSED:	Brian Netzel

3. 2014 budget review.

Ken Pabich stated that conference travel expenses need to be submitted in order to close out the 2014 budget. The Finance Department has not yet confirmed a date for carryover requests.

4. Update on plaque on the Minahan Stadium/Polo Field site.

No update. The subcommittee plans to begin the project this month.

5. National Register of Historic Places nominations update.

No update.

6. Research of St. Norbert College historic buildings.

Gene Hackbarth reported that SNC art professor Brian Pirman was unable to find any students who are interested in taking on the project. Mary Jane Herber has not yet heard back from history professor Victoria Tashjian regarding her students. Gene will contact St. Norbert Career Services to inquire about potential internship opportunities.

Gene Hackbarth motioned, seconded by Mike Fleck, to open the meeting for public comments. Upon vote, motion carried unanimously.

De Pere resident Melinda Roberts offered to conduct research for the project. Mary Jane stated that the Commission's original plan was to involve students because it was for the benefit of the campus' SNC Day. She would like to wait and see what happens with the history department. Sue Sands stated that she would support the offer from Ms. Roberts since no students have come forward.

Scott Crevier motioned, seconded by Gene Hackbarth, to return to regular order. Upon vote, motion carried unanimously.

Scott pointed out that most campus internships are paid positions; however St. Norbert does also have a separate office that coordinates volunteer opportunities. Gene suggested that he and Sue meet with Ms. Roberts to discuss the goals of the project, so that information can be prepared while the Commission pursues other avenues with the college. Scott commented that Ms. Roberts would be a great resource in any capacity and could assist an intern if one is found. Discussion followed regarding the origination of the project, and the need for continuation if the campus intensive survey sub-grant is awarded.

7. Historic preservation sub-grants - February 27th Review Board meeting.

The review board meeting is scheduled for Friday, February 27th in Madison. Commission members Gene Hackbarth and Mike Fleck expressed interest in attending.

8. Plaques for properties on the National Register of Historic Places.

The Commission discussed options for generic versus personalized plaques, and whether consistency between the residential and commercial districts is necessary. A survey letter will be drafted to display plaque renderings and request feedback from residents; their responses will then be used to determine the final design. The letter and examples will be provided to Commission members prior to the mailing.

9. National Historic Preservation Month - May 2015.

The group discussed ideas for a scavenger hunt activity; suggestions included transom windows on buildings, architectural elements that are unique to schools, roof line/brickwork elements, distinctive doorways such as Landscape Artisans', St. Anne's Church on Broadway, and the plaques of the downtown business owners. Members should submit additional ideas directly to Mary Jane Herber. Discussion followed about the possibility of involving schools and coordinating with the educational program conducted by the De Pere Historical Society. The scavenger hunt can be uploaded to the city website, and Adam Turriff will contact Definitely De Pere to request their participation. Adam also noted that if any residential properties are included in the activity, their permission should be obtained in advance.

Gene Hackbarth shared information on an upcoming workshop sponsored by the Wisconsin Economic Development Corporation, the Department of Revenue, the city of Milton & the Wisconsin Historical Society. Topics include the federal and state historic tax credits, review of rehabilitation standards, minimum investment requirements, and the application process. Gene proposed hosting a similar workshop here as part of Preservation Month activities. Discussion followed on possible venues. Ken Pabich suggested the Bemis Center at St. Norbert College; they have partnered with the city in the past. Mary Jane also suggested contacting Brown County Trust for Historic Preservation to see if they would consider co-sponsorship of the workshop. Ken reported that the Parks Department has nothing scheduled for the Riverwalk area during the month of May. The group concurred that a tour of the Lockkeeper's house should be included again in the itinerary.

10. St. Francis Xavier Mission marker.

Gene Hackbarth requested that the Commission research the original location of the marker for the St. Francis Xavier Mission, which was placed by the city in 1899. When the first Claude Allouez bridge was constructed, the marker was moved and attached to the bridge footings; since the bridge's demolition it has been in storage at the De Pere Historical Society. Ken Pabich displayed a map of the parcel in question (now a city-

owned parking lot), showing the presumed location of the marker as determined by a surveyor. The State Historical Society's website contains photos of the marker in place. The parking lot will be coming under the jurisdiction of the Parks Department; design plans for future green space have not been determined. Discussion followed regarding the placement of the marker on the Fox River Trail for greater visibility, versus restoring it in its historical location.

Scott Crevier motioned, seconded by Gene Hackbarth, to open the meeting for public comments. Upon vote, motion carried unanimously.

De Pere resident Melinda Roberts stated that she has done extensive research on the state's historical markers, and maintains a website documenting them: wisconsinhistoricalmarkers.blogspot.com. She stated that the mission marker was the first ever erected in the state. These bronze markers were hand made, and there are not many of them left. Ms. Roberts suggested that it should be displayed out of the elements where it can be preserved. She also inquired if the marker included a numbered plaque in the shape of Wisconsin; if not, she has contact information for the company that makes them.

Mike Fleck motioned, seconded by Gene Hackbarth, to return to regular order. Upon vote, motion carried unanimously.

11. Report on property sales within historic districts.

Two properties within historic districts were sold in the past month. Scott Crevier requested that this information be included in the agenda packet prior to the meeting. If there have been no property sales during a given month, then the agenda item can be removed. Ken Pabich stated that property owners' names should not be included for privacy reasons. Discussion followed regarding the purpose of reporting this information.

12. Future agenda items.

None.

Adjournment

Mike Fleck motioned, seconded by Gene Hackbarth, to adjourn the meeting at 7:48 PM. Upon vote, motion carried unanimously.

Respectfully submitted,
Carey Danen