

AGENDA
Whitewater Landmarks Commission
Thursday, November 5, 2015 – 6:00 PM
Municipal Building, City Managers Conference Room
312 Whitewater Street, Whitewater, WI 53190

Call to Order

- Call to Order and roll call
- Approval of Agenda
- Approval of Minutes – September 3, 2015
- Set date and time of next meeting – Thursday, December 3, 2015 - 6:00 PM
- Hear Citizen Comments: No formal Landmarks Commission Action will be taken during this meeting although issues raised may become a part of a future agenda. Participants are allotted a three minute speaking period. Specific items listed on the agenda may not be discussed at this time; however citizens are invited to speak to those specific issues at the time the Commission discusses that particular item.

Reports

- Friends of the Mounds (Oberle)
- Whitewater Effigy Mounds Preserve – Preservation and Maintenance Plan (Helmick/Oberle)
- Birge Fountain (Luckett)
- Landmark Signage (Luckett/McDarison)

Unfinished Business

- Work on wording on signage for the Mounds in conjunction with the Friends of the Mounds Committee and production time for boulders and plaques. (Oberle)
- Interactive Map on the city's web site (Luckett)
- Revisit the idea of a "retreat meeting"
- City Water Tower nomination as a local Landmark with added "Bibliographic References". (Luckett)
- Consideration of the spillway on Trippe Lake (Kienbaum)

New Business

- Research on Grants (Blackmer)
- Report on UW-Whitewater Stone Pillar Entranceway Project, Part 2 (Blackmer)
- 1014 West Main Street Update
- Continue to work on an annual calendar of events and tasks to be done and/or attended
- Continue discussion and creation of a list of strategic priorities on which the Landmarks Commission should focus on over the next 5 years
- Report on status of city owned property monitored by Landmarks Commission, Part 2 (Blackmer)
- Discuss best mowing practices/procedures at the Effigy Mounds Preserve and marking the perimeters of the mound.
- Plan to fill commission seat vacated by Suzanne Popke

Future Agenda Items

Good of the Order

Adjournment



Minutes

**Whitewater Landmarks Commission
Thursday, October 1, 2015 – 6:00 PM
Municipal Building, City Managers Conference Room
312 Whitewater Street, Whitewater, WI 53190**

Call to Order

- Call to Order and roll call
Chairperson Blackmer called the meeting to order at 6:22 PM.
Present: Patricia Blackmer, Kori Oberle, Ken Kienbaum, Richard Helmick
Absent: Suzanne Haselow, James Langnes III, Suzanne Popke
Staff present: Alan Lockett
Guests: None
- Approval of Agenda
MSC Oberle/Kienbaum to approve the agenda as posted.
Ayes: Blackmer, Oberle, Kienbaum, Helmick
Nays: None
Abstain: None
- Approval of Minutes – September 3, 2015
In Reports, city owned property, change “paintings” to etchings.
MSC Oberle/Kienbaum to approve minutes as corrected.
Ayes: Blackmer, Oberle, Kienbaum, Helmick
nays: None
Abstain: None
- Set date and time of next meeting – Thursday, November 5, 2015 - 6:00 PM
The next meeting is scheduled to be held on Thursday, November 5, at 6:00 PM in the city manager’s conference room.
- Hear Citizen Comments: No formal Landmarks Commission Action will be taken during this meeting although issues raised may become a part of a future agenda. Participants are allotted a three minute speaking period. Specific items listed on the agenda may not be discussed at this time; however citizens are invited to speak to those specific issues at the time the Commission discusses that particular item.
There were no citizen comments.

Reports

- Friends of the Mounds (Oberle)
 - A total of 6 people attended the meeting on September 14 at the library. It was decided that the bylaws will be sent to the larger group for comments. The Friends group will stay committed to go forward with a number of interests.
 - There were 45 people in attendance at the presentation by Michael Gueno at the Historical Society on Saturday, September 17. Ten people took advantage of the tour at the Effigy Mounds.
- Whitewater Effigy Mounds Preserve – Preservation and Maintenance Plan (Helmick/Oberle)
 - A neighbor requested that the City mow the weeds at the Preserve before the announced tour. The Preserve, at the time of the tour, had been mowed.
 - Some of the mowing that had been done was indiscriminate. A number of the mounds were damaged including the Turtle, the Bird with the down swept wings, the Oval in the SW corner of the Preserve, and the Mink. The mound perimeters are critical in that they hold many important details such as size, shape, and appendages. A method needs to be developed to detail the perimeters to help the mowers recognize them.
- Birge Fountain (Kienbaum)

There is still no chairperson for the committee. According to the committee's bylaws, it is the chair's responsibility to call meetings. Luckett will ask the City clerk who is the vice-chair of the committee. The vice-chair should be able to call a meeting in the absence of the chair.
- Landmark Signage (Popke/McDarison)

No report. Last month's minutes indicate that McDarison will develop a spread sheet outlining her progress and digitally share it with commissioners as soon as possible. Luckett will contact McDarison. Blackmer will contact Popke.

Unfinished Business

- Work on wording on signage for the Mounds in conjunction with the Friends of the Mounds Committee (Oberle)

The plan was presented to the Parks' Board on September 14. The Parks' Board approved the direction proposed. Kienbaum suggested that the boulders he has saved for the signage be brought to the City garage before the snow arrives. Oberle suggested that he wait until the Parks' Director is ready to receive them. Discussion ensued. Oberle will discuss the production time line for the boulders and their plaques with the Parks' Director. Eight boulders will be needed. Oberle will have more information to present at the next Landmarks' meeting.
- Interactive Map on the city's web site (Luckett)

At Luckett's request, Scott Weberpaul is trying to contact Eric Compas, the UW-W GIS professor who has the rights and permission needed for Weberpal to access the site. The operation of the map on the City's web site has been an on-going concern.
- Revisit the idea of a "retreat meeting"

Helmick voiced approval of a retreat in order to better focus on the commission's duties and strategic plan without having a full agenda as presented each month. Discussion ensued. It was decided to postpone the date of the retreat until all commissioners can be in attendance.

- City Water Tower nomination as a local Landmark (Luckett)
Luckett presented the new information he has collected. Luckett will place the sources for the new information under the section “Bibliographic References.” Additional information will be needed under “Statement of Significance,” as checked in the above section. More information will also be needed in section “7. Description.” Luckett will send the updated paper work to Blackmer and Oberle for review. Blackmer and Oberle thanked Luckett for all the good work he has done. Discussion continued as to the next process in the nomination process. The City’s common council meeting in December would be a good time to address this to the City.
- Consideration of the spillway on Trippe Lake (Kienbaum)
No report at this time. Kienbaum is still collecting information.

New Business

- Research on Grants (Blackmer)
There are grants available from the Southeastern Foundation as well as the Jeffris Foundation in Janesville. More information is being collected by Blackmer and will be reported at the next meeting. Jeffries grants are matching grants.
- Report on UW-Whitewater Stone Pillar Entranceway Project (Blackmer)
The Landmarks Commission was initially involved with this project some years ago. No action was taken to designate these as local landmarks. Due to undocumented safety factors, UW-W recently decided to relocate the pillars north of their present site, on Main St. across from Whiton St. The excavation company doing the work has been vetted by the State Historical Society. It has been reported that the pillars will be erected to replicate their former structure, stone for stone, by October 31, 2015. Timely notification of the project to the Landmarks Commission remains a concern.
- 1014 West Main Street
This building is scheduled for demolition. We have no recent photos of the building. Blackmer will acquire some photos for documentation of its existence.
- Continue to work on an annual calendar of events and tasks to be done and/or attended
Tabled to be considered at an upcoming Landmarks meeting or at the Landmarks’ retreat.
- Continue discussion and creation of a list of strategic priorities on which the Landmarks Commission should focus on over the next 5 years
Table to be considered at an upcoming Landmarks meeting or at the Landmarks’ retreat.
- Report on status of city owned property monitored by Landmarks Commission (Blackmer)
Blackmer found all items on report with the exception of the cherubs that were on the Birge Fountain in Flat Iron Park. More research to find their location is on-going. She took photos of all the property she found. Two other pieces of property that were not on the list are the City bell and the Historical Marker depicting the train depot. Additionally, the historical plaques on the landmarks buildings along Main St., as well as other plaques, should also be on the list.

Future Agenda Items

- Best mowing practices/procedures at the Effigy Mounds Preserve
- Marking the perimeters of the mounds at the Effigy Mounds Preserve
- Additions to the list of significant city property
- Plan to fill vacant commission seat vacated by Suzanne Popke

- Schedule the planning retreat

Good of the Order

Nothing to report.

Adjournment

The meeting was adjourned by Blackmer at 8:05 PM.

Respectfully submitted

Richard Helmick, secretary

DRAFT