

Minutes

Whitewater Landmarks Commission

Thursday, March 6, 2013 – 6 PM

City Manager's Conference Room

312 Whitewater Street, Whitewater, WI 53190

Call to Order

- Call to Order and roll call:
The meeting was called to order by Chairperson Kienbaum at 6:03 PM.
Present: Ken Kienbaum, Carol Christ, Suzann Haselow, Allan Marshal,
Richard Helmick
Absent: Sarah Bergants, Suzanne Popke
Staff present: Latisha Birkland
Others present: Mariann Scott
- Approval of Agenda:
MSC (Haselow/Marshal) to approve the agenda with discussion of criteria to be moved to first under reports; under New Business, Lutheran Church, change Popke to Marshall.
MSC (Marshal/Haselow) to approve as amended.
Ayes: Kienbaum, Christ, Haselow, Marshal, Helmick
Nays: None
Abstain: None
- Approval of Minutes – February 6, 2014:
MSC (Marshall/Haselow) to approve the minutes as presented with minor spelling corrections.
Ayes: Kienbaum, Christ, Haselow, Popke, Marshal, Helmick
Nays: None
Abstain: None
- Set date and time of next meeting – Thursday, April 3, 2014 - 6:00 PM:
The next meeting will be Thursday, April 3, 2014 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 (Helmick):
 - FOTEM has drafted a revised brochure describing the Whitewater Effigy Mounds Preserve (see below).
 - Local archeologist Kurt Sampson will be giving a lecture on the recent diggings that have been done at Aztalan this past summer. The lecture will be given on Saturday, March 22 in the Fargo Library in Lake Mills.
- Whitewater Passenger Depot (Marshall):
 - The Historical Society is still working on the new exhibits.
 - On March 15 in the Cravath Lake Pavilion, there will be a program, Whitewater Collects, to give free appraisals of citizens' collections.
 - The open hours for the public will be Friday, Saturday, and Sunday from 1:00 to 4:00 PM.
- Birge Fountain (Kienbaum):

There will be a meeting on March 19 at 3:00 PM at Hearthstone in the Fairhaven facility.
- Whitewater Effigy Mounds Preserve (Helmick):
 - At the last Park & Rec Board meeting, Matt Amundson indicated several projects to be considered at the WEMP. Among these were improved trail signage, an informational kiosk, an instructional gathering place, and visible markers to indicate the boundary between the preserve and private properties, and signage at each mound.
 - The newly edited brochure describing the Whitewater Effigy Mounds Preserve was disseminated and discussed.
- Plan and Architectural Review Commission Meeting – March 10 – 7:00 PM (Kienbaum):

Commissioners should be aware of overlays that may affect the historic district.

Unfinished Business

- Discussion of criteria for historically significant property (Birkeland):
 - Latisha has emailed the city attorney for further information. He has not responded as yet.
 - Mariann Scott presented the original intentions for this matter when it was first brought to the commission while she was a member. Of particular concern was a method to track the placement of significant, historical property owned by the city and their proper storage. Birkland reminded the commission that a procedure to identify and track items has recently been developed and will be implemented. The Landmarks Commission should work with the Historical Society to determine the best places to store these items. The criteria that govern landmark status can be used to determine the significance of significant property. Discussion ensued. Christ and Scott will meet with Birkland to apply criteria to the list and bring back to the Landmarks Commission at its next meeting.
- Consideration of FOTEM brochure (Helmick):

Helmick contacted the state archeologist, John Broihann, to further edit the language in the brochure. Broihann's recommendations will be added to the brochure. Additionally, some refinements will be made to the trail map.

New Business

- Annual Preservation and Activities Report for the state of Wisconsin (Christ):
This report must be done each year and sent to Joe DeRose at the State Historical Society. This report is necessary for the city to maintain its Certified Local Government status. Copies of the report were disseminated.
- Wisconsin Association of Historic Preservation Commissions Spring Conference:
It has not been listed yet on their web site. More information is needed. The city will pay for one person to attend.
- Armory:
Helmick has collected some past history on the armory and is trying to put it into useable form for a future presentation to the commission.
- Shed by the Lutheran Church (Marshall):
Commissioners have streamlined the process so that Neighborhood Services can address matters such as this and decide if it is significant enough to involve a formal hearing by the Landmarks Commission. Commissioners agreed that both sheds may be removed.
- Wisconsin Historical and Archeological Month Activities – May:
 - The commission has already reserved one of the display cases in the entrance at the city library. Helmick will research area mound sites to develop a photo and map display.
 - Birkland will make sure that the proclamation from the city is placed on the council's agenda.
 - Haselow has volunteered to hand out materials to the council on that night.
- Plaques for local landmarks
 - Birkland recommended that the city be updated on the costs of the plaques and other items before July so that the city can include a budget item for the Landmarks Commission.
 - Popke will contact UW_W Art Department to see if there is an interest to develop the plaques. Different types of plaques may be used. She has planned to bring information to the commission.

Future Agenda Items

- National Park Service Annual Products Report for Certified Local Governments
Christ has the one from last year that can be used as a baseline. She has contacted the NPS to ask for a new report and deadline. The city should be getting a response this month. Birkland will watch for it.
- Landmarks Commission Board Opening – 04/30/2014

Some recommendations were discussed.

Good of the Order

- Christ thanked Helmick for his work on the brochure for the Whitewater Effigy Mounds Preserve.

Adjournment

MSC (Marshall/Haselow) to adjourn the meeting.

Ayes: Kienbaum, Christ, Haselow, Marshal, Helmick

Nays: None

Abstain: None

The meeting was adjourned at 7:39 PM.

Respectfully submitted,
Richard Helmick
Secretary, Whitewater Landmarks Commission