AGENDA

Whitewater Landmarks Commission
Thursday, April 21, 2016 – 6:00 PM
Municipal Building, City Manager's Conference Room, 2nd Floor
312 Whitewater Street, Whitewater, WI 53190

Call to Order

- Call to Order and roll call
- Approval of Agenda
- Approval of Minutes – March 3, 2016
- Set date and time of next meeting – Thursday, May 5, 2016 - 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

- Report on City Council Representative to the Landmarks Commission (Singer)
- Whitewater Effigy Mounds Preserve (Helmick/Oberle)
- Birge Fountain Report (Luckett)
- Report on status of city owned property monitored by Landmarks Commission (Blackmer)
- Report on progress of Taylor McDarison's tile project (Helmick/Blackmer)
- Progress on library display for Preservation/Archeological Month (May) (Oberle/Helmick/Luckett)

Unfinished Business

- Continue discussion and prioritize items on which the Landmarks Commission should focus over the next five years
- Mounds Preserve signage project update (Oberle/Kienbaum)
- Officer slate for 2016/2017

New Business

- Discussion and possible action on site of brickyard at north end of Jefferson Street (Kienbaum/Oberle)
- Welcome to reappointed/new commissioners
- Budget request for Landmarks Commission
- Annual Report to City Council
- Individual Commission members action plan for May/June

Future Agenda Items

Good of the Order

Adjournment

Whitewater Landmarks Commission

Minutes

Thursday, March 3, 2016 – 6:00 PM
Municipal Building, City Manager's Conference Room, 2nd Floor
312 Whitewater Street, Whitewater, WI 53190

Call to Order

- Call to Order and roll call

  Chairperson Blackmer called the meeting to order at 6:00 PM.
  Present: Patricia Blackmer, Kori Oberle, Suzanne Haselow, Daniel Richardson, Richard Helmick, Patrick Singer, Ken Kienbaum
  Absent: None
  Staff Present: Alan Luckett
  Blackmer welcomed Singer as the council representative to the Landmarks Commission.
- Approval of Agenda

  MSC Oberle/Haselow to approve the agenda as printed.
  Ayes: Blackmer, Oberle, Haselow, Richardson, Kienbaum, Singer, Helmick
  Nays: None
  Abstain: None
- Approval of Minutes – February 4, 2016

  Minutes are to be corrected to include Richardson as absent.
  MSC Haselow/Kienbaum to approve the minutes as printed with one correction.
  Ayes: Blackmer, Oberle, Haselow, Richardson, Kienbaum, Singer, Helmick
  Nays: None
  Abstain: None
- Set date and time of next meeting – Thursday, April 7, 2016 - 6:00 PM

  MSC Oberle/Kienbaum, due to the elections, to move the date the date of the next meeting will to Thursday April 21, 2016 at 6:00 PM in the City Manager's Conference Room, 2nd floor, city hall.
- 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

- Report on City Council Representative to the Landmarks Commission (Singer)

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Singer noted that he previously had been a member of the Landmarks Commission. He believes that there may have been some miscommunication regarding the removal of the City Council representative from the Commission. He did not fully understand the original intent of the previous Council representative to leave the Commission. Singer does not think there will be a recommendation from the Council to vacate its representation.

- Whitewater Effigy Mounds Preserve (Helmick/Oberle)

  Blackmer stated that she was contacted by the Lake Geneva History Club. They are looking for volunteer opportunities in the county. Working at the WEMP may be something they would consider. Blackmer will contact them and bring more information to the next Commission meeting.

  -Friends of Preserve: 2 upcoming meeting dates have been set and shared w/Friends: Mon, March 28, Mon, May 2; both at 6:30 pm and at pub library. Prog on March 28 on panther mound survey (how & why & plans for surveying remainder of 12 mounds). May 2 will be first annual membership meeting at which membership sales will begin and officers will be nominated & elected. – sent email to Matt on Feb 22 requesting permission to begin Adopt a Mound volunteer community service program based on my work on panther mound last Nov; no reply as of this meeting

  - Preservation: Archaeologists/surveyors have delivered their map documenting their survey work on Dec 6, 2015, of the panther mound near the entrance to the preserve. It shows the need to move start of walking trail to avoid walking/driving on Panther's tail. An email was sent on Feb 22 to Matt & Chuck to meet at Preserve to discuss this and other mounds damaged by lawn mowing. There has been no reply as of this meeting. Last year's prescribed burn took place on March 10.

  - Signage: This item will be discussed later under Unfinished Business.

- Birge Fountain Condition Report (Luckett)

  The lights in the fountain have been turned on. Richardson questioned whether or not the city is aware of the serious deterioration occurring in the lower basin. Luckett reported that there is funding for repairs. He will have the Birge Fountain Commission investigate this and report back to the Landmarks Commission.

- Report on status of city owned property monitored by Landmarks Commission (Blackmer)

  Blackmer questioned whether or not the cherubs can be stored in the lower level of the White Building. Luckett said he would make room for them. Blackmer will contact Thayer Coburn and arrange for the cherubs to be moved.

- Report on progress of May event for presentation of plaques/ceremony (Haselow)

  Haselow emailed McDarison but has not heard back from her. She intends to follow up. One concern raised by Blackmer is the crack in the plaque of the Kiernan-Yasko house. She believes that this plaque needs to be redone, not patched, since the city is paying for it. The possible date of the ceremony will be May 7, 2016 or May 14, 2016. Blackmer and Haselow will report more details at the next Commission meeting.

- Updating of Landmarks page on City Web Site (Luckett)

  Luckett posted the two, new landmarks on the site as well as the names of the two, new members. There has been no progress repairing the interactive map.

- Progress on library display for Preservation/Archeological Month (May) (Oberle/Helmick/Luckett)

  Luckett, Oberle, and Helmick met to discuss the arrangements and materials to be used in the display. There will be display made of photographs and post cards depicting buildings that have been lost using a theme of "Whitewater: Then and Now." Luckett brought a small mock-up of how the display may look.

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Unfinished Business

- Continue discussion and prioritize items on which the Landmarks Commission should focus over the next five years

  This item will be tabled until next meeting.
- Mounds Preserve signage project update (Oberle/Kienbaum)

  The ground inside the preserve is now too soft to allow delivery of boulders without damaging soil and sensitive areas. Boulders will be delivered to the city garage as originally planned. Plaques will be attached there and boulders will be placed in the Preserve when the ground has been determined to be dry enough to avoid any damages to the surface.
- Press release sent for Starin Water Tower Designation

  Blackmer is working on this with the hopes that it will go to all of Walworth County news outlets.
- Melinda Roberts notified of permission to use Landmark brochure for her web site

  Blackmer emailed Roberts to tell her she has the Commission's approval. She has not heard back as yet.

New Business

- Grant money for survey of Effigy Mounds Preserve (appoint committee to work on grant preparation)

  This item has been postponed until next meeting.
- Richardson volunteered to start a photographic inventory of historic homes in Whitewater

  He plans to photograph all of the old houses, both those that are landmarks and those that are not but still have significance, in order to preserve them for the historic record in case of some natural disaster. Oberle suggested that the first photographs to be taken should be those that are current landmarks and then doing the rest. The City's Landmarks ordinance requires Commission to keep and update photographic records of current Landmarks. Richardson will coordinate with Luckett on this project. Singer will check with the city's attorney to make sure there will be no legal issues involved.
- Review Commissioners' terms ending April, 2016 (Kienbaum, Richardson)

  Both Kienbaum's and Richardson's term is ending. If they wish to renew their position they need to fill out the necessary paper work and get it to the City Clerk by March 26, 2016. Signer said that the Council's organizational meeting will be on April 1. At that meeting, council members will be appointed to the city's boards/commissions. Oberle reported that the Landmarks Commission will then need to appoint its officers for the next year.
- Individual Commission members' action plan for March/April

  Oberle will continue to send out an email summarizing everyone's duties.

Future Agenda Items

- Strategize new officer positions

Good of the Order

-Blackmer reported two pieces of correspondence that arrived after the agenda was published.

1. We need to renew out subscription to the WI Association of Historic Preservation Commissions.
2. At 755 N Tratt St, a large transmission tower will be constructed. The Landmarks Commission is just being notified of the fact.

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-Luckett remarked that there will be a digital story telling program that he is conducting that will preserve citizens' memories of the city. There is a posting on the city's Facebook page.
-Richardson reported that Dale Dryane, from Walworth County, is working on obtaining LIDAR programing for the county.

Adjournment

Blackmer adjourned the meeting at 7:40 PM.

Respectfully submitted

R, Helmick, secretary

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