

CITY OF RICHLAND CENTER

MINUTES OF THE HISTORIC PRESERVATION COMMISSION

Tuesday, November 23, 1999 at 6:30 P.M. in the Council Chambers of the Municipal Building

Members Present: President Jerry Bower, Lee Marshall, Kent Houck Alderperson, Norm Sandmire and Ruth Moser

Members Absent: Twylah Kepler and Leslie Meadows

The meeting was called to order at 6:35 P. M. After roll call, it was announced the meeting was properly noticed.

Motion made by Houck, second by Sandmire to approve the minutes of the last meeting. Motion carried.

Certificate of Appropriateness: Bower presented the Certificate of Appropriateness procedure he patterned after the one used by the Mineral Point. After discussion a motion was made by Sandmire, second by Houck to accept the Certificate as presented. Motion carried. This Certificate will be placed with the ordinance and application forms for listing on the local register.

Bower talked to Geoff Gyrisco, State Historian about getting someone to come to speak about the Certificate of Appropriateness. He gave several names of area communities that might be in the same stage of preservation as we are. He suggested the communities of Viroqua, Columbus and Mineral Point. Bower might call Viroqua or one of the newer communities and have a joint meeting just to discuss problems related to preservation.

Houck suggested that the Extension office might offer a workshop for Historic Preservation. He will check with Steve Kohlstedt.

Policy Statement: Houck presented the policy statement for owners of property listed on the local register in reference to restoration. It follows along with #5 of the Certificate of Appropriateness and will be used as an internal policy statement only. There was a motion by Moser, second by Marshall to accept the policy statement as presented. Motion carried.

Bower talked to Clerk/Treasurer Elliott about using the money that was budgeted but never spent for Historic Preservation to put in a reserve account to help property owners with restoration and remodeling. It is too late to do that this year, but another year we will make a request for the funds in June.

Future Listings on the Local Register: John Poole is still interested in listing his property on the local register. He has the forms and will complete them soon.

Marshall will contact the builder that restored the McKee house across from the Post office. He may be interested in listing.

Glanzer's Warehouse was discussed again, but no action was taken.

Reports, requests: Moser reported that two property owners have called about placement of their plaques. Street Supt. Wilson will attach them as soon as he can. Houck said to wait for the new home owners of the Bowen Houck property to place the plaque.

Bower had a request for the MAHDC Handbook. There was a motion by Houck, second by Marshall to order the handbook. Motion carried.

Adjourn: Motion by Houck, second by Moser to adjourn at 7:25. Motion carried.

There will not be a meeting in December, so the next meeting will be January 24, 2000.

Minutes by Ruth Moser

HISTORIC PRESERVATION COMMISSION
MINUTES
26 OCTOBER 1999

Present: Jerry Bower, Twylah Kepler, Kent Houck, Leslie Meadows
Absent: Lee Marshall, Council Member Norm Sandmire

President Bower called the meeting to order at 6:40 PM in the Council Chamber of the Municipal Building. Bower announced that Commission member Terry Testolien had submitted his resignation, citing too many conflicts with the Commission meetings as his reason.

The commissioners discussed a Policy Statement prepared by Kent Houck, then agreed to postpone a vote until the next meeting. The same decision was made for the Certificate of Appropriateness Procedure that Jerry Bower had prepared.

The commissioners then discussed a variety of items. We think we should try to get pictures of listed homes and their owners in the local newspaper after the plaques are installed, as a way to advertise our existence and progress. We also decided to invite someone who has had experience in handling applications for certificates of appropriateness to come to one of our meetings to provide some "training" on how to handle our applications. Jerry Bower agreed to contact Geoff Gyrisco about recommendations as to who to invite.

Leslie Meadows reported the progress that has been made by the Depot Restoration group. It has met for a second time with the preferred contractor and a contract is being drafted.

Finally, Kent Houck raised the possibility that, since we are not going to spend our \$2,000.00 budget, could we get the city to put the unspent portion into a fund that the Commission could use to assist homeowners maintain their historic properties. Jerry Bower agreed to discuss this with the Mayor.

Meeting adjourned at 7:23. Next meeting is 23 November, 6:30 PM.

POLICY STATEMENT

The Richland Center Historic Preservation Commission is of the opinion that the general public may be reluctant to agree to the designation of properties to be placed on the Richland Center list of historic structures because of fear that the need for a certificate of appropriateness will be an economic burden and may adversely affect the value of their property. ^{pe}Therefore the following policy statment is adopted by the commission.

The Richland Center Historic Preservaton commisson will work with the owner of a listed property who must make repairs or desires to make changes in the exterior appearance of a listed property to enable the owner to do the work in an appropriate manner that does not damage the historical character of the property and is within the economic means of the owner. The authority to work with the owners of listed properties is contained in sections 450.05(2)(d) and 450.05(3) of the Historic preservation Ordinance.

The Richland Center Historic Preservation Commission is also mandated to "work for the continuing education of the citizens about the historic heritage of the city and the historic properties disignated under the ordinance." The Commission interprets this to include the education of contractors and building material suppliers as to the availability of appropriate materials and the methods that should be followed when doing work on historic

buildings.

The Commission also is given the power to receive and solicit funds for historic preservation in the city. These funds must be placed in a special city account for such purpose. If a fund can be built up, one of the most appropriate uses of the money would be grants to assist in making repairs to Historic Buildings when the cost is increased because of the need to comply with the historic preservation ordinance. The Commission will work to set up such a fund.

CERTIFICATE OF APPROPRIATENESS PROCEDURE
FOR HISTORIC PROPERTIES

A Certificate of Appropriateness issued by the Historic Preservation Commission must be obtained before a building permit can be issued for any new construction, alterations, or demolition to any landmark, landmark site, or structure designated as a Historic Property.

Step 1 Application must first be made to the Board of Appeals if any planned changes require a variance from existing zoning regulations.

Step 2 Application for a Certificate of Appropriateness for additions, alterations, or demolitions to a Historic Property must be filed with the City Clerk at the same time an application is made for a building permit.

Step 3 The Historic Preservation Commission will make a decision on an application for a Certificate of Appropriateness within forty-five (45) days of the filing of the application.

Step 4 In reviewing an application, the Commission shall require the applicant to furnish clear and complete drawings of the work to be undertaken. The application will be reviewed for conformance to the criteria in the Ordinance 450.05 (2) (a) through (h).

Step 5 If the Commission denies the application, the Commission and the applicant shall cooperate and work together for up to six (6) months following the date of the initial application to attempt to reach a mutually satisfactory plan, so that a Certificate can be issued.

Step 6 An applicant may appeal a negative decision by the Commission, within 15 days of the denial, to the Common Council, which will hold a public hearing on the appeal and may grant the Certificate of Appropriateness by a majority vote.

Step 7 An applicant may appeal a Common Council denial to the Circuit Court.

Step 8 After a Certificate of Appropriateness is granted by the Commission, the building permit shall be issued. The permit shall be displayed on the property in a prominent place.

Note Any person or persons violating any provision of this ordinance shall be fined fifty dollars (\$50.00) for each separate violation. Each and every day during which a violation continues shall be deemed a separate violation.

REFERENCE: Chapter 450 of the Municipal Code of the city of Richland Center relating to historic preservation within the city.

CITY OF RICHLAND CENTER

MINUTES OF THE HISTORIC PRESERVATION COMMISSION

Tuesday, September 28, 1999 at 6:30 P.M. in the Council Chambers of the Municipal Building

Members Present: President Jerry Bower, Leslie Meadows, Twylah Kepler, Lee Marshall, and Kent Houck

Members Absent: Alderperson Norm Sandmire and Terry Testolin

Others Present: Luella Edwards, Assistant to the Mayor

The meeting was called to order at 6:30 P. M. After roll call, it was announced the meeting was properly noticed.

Motion made by Houck, second by Meadows to approve the minutes of the last meeting. Motion carried.

Public Hearing: The public hearings were opened at 6:40.

The following properties have been nominated for listing on the Local Register of Historic Properties.

A. The Ira Haseltine house currently owned by Agnes Knause home at 133 South Grove Street was the first nominee for listing on the local register of historic properties. Bower reviewed the historic significance of the property report prepared by Knause. Ira Haseltine plotted the homestead in 1851. He built a dam, then a mill and then he built the home. He purchased the land from soldiers who received the land in payment for serving in the Mexican-American War. It took 5 years to build the house, starting in 1852 and completing it in 1857. He used 100,000 bricks in building the house. The walls of the main floor of the house were 3 bricks thick, the 2nd floor, 2 brick thick and the attic if one brick thick.

Edward Parfrey purchased the home from Ira Haseltine and built a mill on the Pine River.

Bower explained that this property is being considered for the local register under the Historic category. He asked if anyone wished to speak in favor of the nomination.

Kepler spoke in support of the application on the basis that it is the oldest house in Richland Center.

Houck knew Lorin Kay who owned the home for many years. The house has had only 6 owners.

Meadows liked Knause's wording of the history of the house.

Bower asked if anyone wished to speak in opposition of the nomination. No response.

A motion was made by Houck, second by Meadows to list the Ira Haseltine property at 133 South Grove on the local historic register. Motion carried.

B. The Judge Bancroft house owned by Stanley and Iva Sutton at 277 North Sheldon was the 2nd property to be considered for local listing. Bower researched Margaret Scott's book on Judge Bancroft. The house was built in 1870 on the town bluff. Levi Bancroft was born in 1861 in Bear Valley and graduated from the University of Wisconsin Law School. He was elected Richland County District Attorney in 1888, and was next appointed Richland County Judge. He served from 1907-1911 as a member of the State Assembly, and eventually was elected Speaker of the Assembly. He was also elected State Attorney General. Other dates which were significant in his life were:

1920 - appointed Circuit Court Judge for the area

1934 - elected Mayor

1937 - Richland County Judge

1949 - His death

Judge Bancroft's wife, Mrytle was an accomplished portrait painter. She painted the portrait of Wisconsin famed Progressive Bob LaFollette and it hung for many years in the State Capitol.

Bower asked if anyone would like to speak in favor of the nomination.

Houck remembered meeting Judge Bancroft during an altercation when he was nine or ten years old. He was a great orator, and spoke of seeing the large library in his home.

Kepler told of his strong and individual personality. He and Ada James didn't hit it off and Ada campaigned against him. Bancroft sued James afterwards and the case went on for years. He also represented Rose Zoldosky in a murder case and lost. He secured a pardon for her 5 years later.

Houck also spoke of the picture of Judge Bancroft painted by his wife still hangs in the Richland County Courtroom. The Judge also owned a summer cottage near the American Legion (currently owned by Dr. Ed Back).

Bower asked if anyone wished to speak in opposition to the nomination. No response

A motion to list Judge Bancroft's house on the Local Historic Register was made by Marshall, second by Houck. Motion carried.

C. O. J. Burnham house currently owned by Helen Strang. Due to a recent change in Helen Strang's health and possible change in ownership, the family withdrew the application for listing.

D. Judge Downs house currently owned by Lyne Eichinger was the next property nominated for the local register.

Bower researched Judge Downs and shared with the Commission. When Judge Downs first came to Richland Center he was a tanner, and built a tannery in 1860 along the Pine River. In 1863 he built this home at 322 North Park Street. In 1865 he served for a few months in 1865 in the Richland County Infantry Unit in the Civil War. He was a druggist by profession and then elected first Village President for one year in 1867. He was with a group which promoted railroads.

Judge Downs was in favor of the “wet” issue. He was elected to County Board in 1861 on this platform. He was elected Richland County Judge 1861-1897 and died in office.

Bower asked if anyone would like to speak in favor of the nomination.

Kepler said the Judge was Mary Spiedel’s Grandfather. He was almost blind and Mary was his eyes for him. The Judge’s chair is in the History Room of the Library.

Houck said that his failing eyesight prompted him to leave the drugstore and become a Judge. When he died, they held the funeral in the Courthouse.

Bower asked if anyone wished to speak in opposition. No response

There was a motion by Kepler, second by Meadows to place the Judge Downs house on the Local Register. Motion carried.

Bower closed the public hearing, and invited attendees to stay for the remainder of the meeting.

Certified Local Government: Bower shared with the commission the Certified Local Government application was approved and notification was received from the State.

Certificate of Appropriateness: Bower said that Willis Cooper is hesitant to list his property at 314 North Central Avenue since he may choose to remove the stucco on his home. Cooper was not sure if he could find anyone to do the work or it may prove to be too expensive to replace. The Commissioners discussed alternatives that would be appropriate. Houck questioned if the commission should go on record with a resolution as willing to work with property owners and help them find suitable replacement products. Houck will draft a resolution.

Bower reviewed Certificate of Appropriateness and permit forms received from Dodgeville. Bower will alter documents for Richland Center use.

Edwards will check with Dodgeville for forms used to register local properties.

Houck reported on Dr. Edward’s home. He is not ready to proceed as yet with his application. Luella Edwards will give him a copy of the benefits of listing on the local register.

Meadows has not proceeded any further with Hayes boarding house listing. She is trying to locate fire maps.

Bower informed the commission Agnes Knause is interested in listing her property on the State and National Register. Gyrisco has sent a preliminary request form to be completed to determine if it is appropriate to proceed with the nomination. Gyrisco said that properties tend to be listed for architectural reasons rather than historic, but it is worth a try.

Alderson Sandmire arrived at 7:30.

Bower explained about Strang's withdrawal. The Century 21 Realtor discouraged them from listing. Bower asked if this is a concern of all Realtors? Perhaps we should do some education with the Realtors in general.

Bower gave an application to John Poole.

Marshall will check with Jones again. He feels we might want to consider a brochure showing the homes on the local register.

Adjourn: Motion by Kepler, second by Meadow to adjourn at 7:45. Motion carried.

The next meeting will be October 26, at 6:30 PM.

Minutes by Luella J. Edwards

CITY OF RICHLAND CENTER

MINUTES OF THE HISTORIC PRESERVATION COMMISSION

Tuesday, July 27, 1999 at 6:30 P.M. in the Library of the Municipal building.

Members Present: President Jerry Bower, Leslie Meadows, Twylah Kepler and Kent Houck

Members Absent: Alderperson Norm Sandmire, Lee Marshall and Terry Testolin

Others Present: Luella Edwards, Assistant to the Mayor

The meeting was called to order at 6:40 P.M. After roll call it was announced the meeting was properly noticed.

Motion by Houck to waive the reading of the minutes of the last meeting in lieu of printed copies and to approve same. Second by Meadows. Motion carried

DESIGNATION AT CERTIFIED LOCAL GOVERNMENT (CLG): We have not yet received the final papers concerning our certification.

FOLLOW-UP ON APPLICATIONS: Bower reported that **Lynn Eichinger** (322 N. Park Street - Judge Downs House) and **Stanley Sutton** (277 N. Sheldon St. - Bancroft House) have turned in their applications to be listed on the Local Register. The applications with photos are on file in the Mayor's office and will be addressed at the September 28 public hearing.

Houck has talked to **Dr. Richard Edwards** about listing his home located at 475 North Central Ave. It sound like he might be agreeable. Houck will check with Edwards concerning their application. Houck also reported that the Bowen Houck house will probably be up for sale in the future and inquired if someone from the City would be able to affix the historic plaque to the house. Edwards said Dick Wilson from the street department will take care of it.

Kepler said that she has tried to contact **Helen Strang** about listing her home at 361 North Park Street. She should contact her daughter Rita Cass in California. Edwards will check with the assessor Gretchen Jelinek for her address and Kepler will send her a letter.

There was discussion about a report that has been written by Jack Holtzhutter regarding the birthplace of Frank Lloyd Wright. Edwards will find the report and make copies for the next meeting.

Meadows has researched the Boarding House owned by **Margie Hayes** which is located at 339 West Seminary Street. Houck says it is Greek Revival architecture. Houck thinks fire maps would help determine when it was built. The building was moved from east of the Edwards building (current location of Papa's Donuts) to its present location. Research has not yet indicated it to be significant. Bower said that Hayes has not submitted an application for listing. Kepler thinks there were two American Boarding Houses in Richland Center at one time. Houck said if the room included food, it was called the American Plan and they would include American in their name. Meadows said the property was previously called the Central House Hotel and in researching it was found there was also a Center House Hotel in the City.

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Bower has talked to **Willis Cooper** about listing his residence which is located at 314 North Central Avenue and left an application form. Bower will follow up.

Bower will check with **Agnes Knause** regarding her property at 33 South Grove Street.

DATE FOR PUBLIC HEARING: Houck made a motion to hold a public hearing to include all applications received by the September meeting. To be included for listing on the local register are :

1. **Lynn Eichinger** - 322 North Park Street
2. **Stanley Sutton** - 277 North Sheldon Street

Those who have not submitted applications at this time, but are interested:

1. **Dr. Richard Edwards** - 475 North Central Avenue
2. **Agnes Knause** - 33 South Grove Street
3. **Willis Cooper** - 314 North Central Avenue
4. **Helen Strang**- 361 North Park Street

Motion second by Meadows, No further discussion. Motion carried unanimously.

The next meeting will be September 28, at 6:30 p.m. and a public hearing will be a part of the meeting.

Adjourn: Motion by Meadows, second by Houck to adjourn. Motion carried and meeting adjourned at 7:15 P.M.

Minutes submitted by: Luella J. Edwards

Historic Preservation Minutes
June 22nd, 1999 6:30 P.M. .

Members Present: Leslie Meadows, Norm Sandmire, Kent Houck, Lee Marshall, Twyla Kepler, and Jerry Bower

Motion by Kent Houck, second by Lee Marshall to waive the reading of the minutes of the last meeting in lieu of printed copies and to approve the same. Motion carried.

Jerry Bower talked about the CLG and that the City Council approved it on 6-15-99 and all the paperwork had been submitted.

Lee Marshall talked about the follow up on the application of Lynn Eichinger's house. To date the applications has not been sent to us. Lee also talked with Stanley Sutton about his house. So far nothing has happened, but he is still interested.

Jerry Bower said another possibility was the Willis Cooper property .

Leslie Meadows will research Margie Haye's Boarding house to see if there is any historical significance there.

Jerry Bower will ask Agnes Knause about the old Haseltine house.

Leslie Meadows updated the committee on the Depot project. Possible start of construction for Spring 2000.

Motion to adjourn by Lee Marshall, second by Leslie Meadows.

7:05 P.M.

Minutes by
Aldersperson Norm Sandmire

CITY OF RICHLAND CENTER

MINUTES OF THE HISTORIC PRESERVATION COMMISSION

Tuesday, May 25, 1999 at 6:30 P.M. in the Library of the Municipal building.

Members Present: President Jerry Bower, Alderperson Norm Sandmire, Lee Marshall, and Twylah Kepler

Members Absent: Kent Houck Terry Testolin, and Leslie Meadows

Others Present: Luella Edwards, Assistant to the Mayor and Todd Allbaugh, Chamber/Main Street Executive Director

The meeting was called to order at 6:40 P.M. After roll call it was announced the meeting was properly noticed.

Motion by Kepler to waive the reading of the minutes of the last meeting in lieu of printed copies and to approve same. Second by Sandmire. Motion carried

Follow-up on Applications: Bower talked to John Poole last week. John and Philomena Poole are definitely interested in listing their home on the local register, but they were concerned about an aluminum dormer on the house. Bower will discuss with them again.

Marshall talked to Lynn Eichinger (Speidel house). She has completed about 90% of the application. Marshall was to talk to Suttons (Bancroft house). He has not met with them yet but noticed they have placed aluminum siding on their house. Marshall will check with Suttons.

Bower will talk to Willis Cooper about nominating his residence.

Edwards will locate some properties in the intensive survey which would qualify for the local listing because of historical significance.

Discussion of Commercial District: Executive Director of Chamber / Main Street Todd Allbaugh presented a plaque to Jerry Bower which was awarded to the City of Richland Center for their historic preservation efforts by the Main Street State organization.

Allbaugh reviewed Main Street commitment to historic preservation. His vision for downtown is to preserve the historic buildings. His reaction to pursue listing the downtown commercial historic is that there will undoubtedly be some people who will not be in favor. He is very much a preservationist. He would like to see a nice sign on Orange Street directing people to the historic downtown. He also reviewed his long range plans for the next twenty years for the downtown area.

Allbaugh and Edwards reviewed the City's facade loan program which is administered by NHS. The City, Main Street and NHS will review the program to see if it need to be changed. Any changes would need to be approved by the City Council. Allbaugh also suggested the commission review the possibility of proposing a commercial district sign ordinance.

Reports, Requests, etc. Bower reported there were two items which were deficient on the application for Certified Local Government (CLG) status. Those items were: minutes for the past twelve months and a description of the City's historic preservation program. The deficiencies have been completed and will be sent in.

The next meeting of the commission will be Tuesday, June 22, 1999 at 6:30 p.m.

Adjourn: Motion by Sandmire, second by Kepler to adjourn. Motion carried and meeting adjourned at 7:50 P.M.

Minutes submitted by: Luella J. Edwards

CITY OF RICHLAND CENTER

MINUTES OF THE HISTORIC PRESERVATION COMMISSION

Tuesday, April 26, 1999 at 6:30 P.M. in the Conference room of the Municipal building.

Members Present: President Jerry Bower, Alderperson Norm Sandmire, Lee Marshall, Twylah Kepler, Leslie Meadows, Kent Houck and Terry Testolin.

Others Present: Luella Edwards, Assistant to the Mayor and Niki Marshall, an intern in the Mayor's office.

The meeting was called to order at 6:30 P.M. After roll call it was announced the meeting was properly noticed.

Motion by Houck to waive the reading of the minutes of the last meeting in lieu of printed copies and to approve same. Second by Sandmire. Motion carried

Future listings on local register: There was discussion about home owners who had expressed a desire to list their homes on the local register at the public reception.

Lynne Eichinger - Speidel House - 322 North Park Street

Suttons - Bancroft House - 277 North Sheldon Street

John Poole home - 265 N. Park Street

President Bower asked for a volunteer to call Lynne Eichinger and see how her application is progressing. Marshall volunteered to contact her. Bower will contact John Poole.

Discussion of Commercial Historic District: Meadows reviewed the history of Main Street design committee. They assisted with design and color schemes for the Park Hotel, Guelig building and Phyllis Keller's store. Meadows feel there are some people who are not in favor of having any regulations on their buildings. She said there were approximately three very vocal people opposed to the commercial historic district.

Bower explained the procedure for placing a historic district on the local historic register. According to the ordinance the Commission makes the recommendation of the Historic District to the council. The Council must notify everyone in the district and those within 200 ft. of the property, hold a public hearing, and then the Council votes one way or the other. Marshall feels we may want to work with more residential properties first and then deal with the Commercial District a little later. Sandmire and Meadows concurred.

Bower suggested we invite Todd Allbaugh to the next meeting to hear his thoughts about the downtown area.

Reports, Requests, etc. Bower gave an update on the status of the Certified Local Government (CLG). Geoff Gyrisco, State Historic Preservation coordinator said in order to proceed with our application, we need to mail twelve month of minutes and a description of the Historic Preservation program. Bower will write the description of the City's Historic Preservation program.

Bower handed out brochures on a seminar in Milwaukee on 5/21-5/22.

The next meeting of the commission will be Tuesday, May 25 at 6:30 P. M.

Adjourn: Motion by Marshall, second by Sandmire to adjourn. Motion carried and meeting adjourned at 7:30 P.M.

Minutes submitted by: Luella Edwards

CITY OF RICHLAND CENTER

MINUTES OF THE HISTORIC PRESERVATION COMMISSION

Tuesday, March 23, 1999 at 5:00 P.M. in the Council Chambers of the Municipal building.

Members Present: President Jerry Bower, Alderperson Norm Sandmire, Lee Marshall, Twylah Kepler, Leslie Meadows, and Kent Houck

Members Absent: Terry Testolin

Others Present: Mayor Tom McCarthy; Luella Edwards, Assistant to the Mayor; Neil Giffey, Chairman of the Dodgeville Historic Preservation Commission; Geoffrey Gyrisco, Preservation coordinator of the WI State Historical Society and approximately forty local residents.

There was not a formal meeting as this was a reception and informational meeting for the public.

Refreshments were served during the informal portion of the meeting from 5:00 to 5:30. At 5:30 Dr. Jerry Bower, President of the Historic Preservation Commission opened the meeting and acted as Master of Ceremonies. He introduced the special guests, Neil Giffey and Geoff Gyrisco and the Commission members. He spoke about the purpose of the local commission, the ordinance and the benefits of having property listed on the local register.

Neil Giffey, Chairman of the Dodgeville Historic Preservation Commission spoke about the program in Dodgeville.

There was a brief question and answer period and the meeting adjourned at 6:40 p.m.

The next meeting of the commission will be Tuesday, April, 27, 1999 at 6:30 p.m.

CITY OF RICHLAND CENTER

MINUTES OF THE HISTORIC PRESERVATION COMMISSION

Tuesday, February 23, 1999 at 6:30 P.M. in the conference room of the Municipal building.

Members Present: President Jerry Bower, Alderperson Norm Sandmire, Lee Marshall, Twylah Kepler, and Kent Houck

Members Absent: Leslie Meadows and Terry Testolin

Others Present: Ruth Moser, Administrative Assistant and Niki Marshall, an intern in the Mayor's office.

The meeting was called to order at 6:30 P.M. After roll call it was announced the meeting was properly noticed.

Motion by Houck, second by Sandmire to waive the reading of the minutes of the January and November meetings in lieu of printed copies and to approve same. Motion carried

Reception for Public: President Bower reported that Mark Ihm, Platteville was not able to come to speak for the meeting, but he was able to get Neil Giffey of Dodgeville. Geoff Gyrisco from the State Historical Society will also be here. Bower will act as Master of Ceremonies and speak on behalf of the local Commission. The reception will begin at 5:00 P. M. with the program starting about 5:30. P.M. Refreshments will be served.

We will need to have several copies of the ordinance, and our plaques should be on display.

Invitations: Bower wrote a letter of invitation that we will use. Some changes were suggested, so Bower will make the changes and bring the letter in to the Mayor's office to print. Invitations will be sent to the owners of residences which were listed as eligible in the 1987 survey, the Main Street/Chamber Office, City Council members, the Senators and Representatives from our area.

Publicity: Perhaps WRCO would put something on the radio about our meeting. We would like an article in the Richland Observer, perhaps with a picture of Jim Pollard holding the plaque he received as a result of being listed on the local Historic Register.

Refreshments: It was suggested that we serve coffee, punch, cookies, and possibly cheese and crackers. We will plan for 40 to 60 people. Houck, Kepler and Bower offered to come early and help set up.

CLG: We have not received any word yet in reply to our application to become a Certified Local Government.

Reports, Requests, etc. The next meeting of the Commission will be March 23, 1999 at 5:00 P.M.

Adjourn: Motion by Sandmire, second by Kepler to adjourn. Motion carried and meeting adjourned at 7:10 P.M.

Minutes submitted by: Ruth Moser

CITY OF RICHLAND CENTER

MINUTES OF THE HISTORIC PRESERVATION COMMISSION

Tuesday, January 26, 1999 at 6:30 P.M. in the Council Chambers of the Municipal Building.

Members Present: President Jerry Bower, Alderperson Norm Sandmire, Lee Marshall, Twylah Kepler, Leslie Meadows and Terry Testolin

Members Absent: Kent Houck

Others Present: Luella Edwards, Assistant to the Mayor and Niki Marshall, an intern in the Mayor's office.

The meeting was called to order at 6:35 P. M. After roll call, it was announced the meeting was properly noticed.

Minutes of the last meeting were not available.

Future listing on the local register: Margie Hayes property was suggested as a future listing.

Update on Certified Local Government (CLG): Copies of the application were distributed and reviewed. Corrections were noted. The CLG application will be mailed tomorrow.

Testolin left the meeting at 7:10 and Sandmire arrived at 7:15.

Reception for Public: The purpose of the reception is to invite property owners whose property qualifies to be listed on the local historic preservation register according to the 1987 Historic buildings survey. It will be an opportunity to introduce the commission members, explain the purpose of the ordinance and the entire process of listing. Pictures will be on display of the properties already on the local register, the Historic Survey books and our new brochures.

- a. The date for the reception has been set for March 23, which is the regular meeting night for the Commission. The reception will begin at 5:00 P. M. with the speakers from 5:30 to 6:30. Coffee, punch and cookies will be served.
- b. Bower will check with Audrey Parkinson and Geoff Gyrisco from the State Historical Society about coming to speak.
- c. There was discussion about who would be invited and how the publicity would be handled.

Invitations: Approx 132 property owners from the 1987 survey.
Main Street Board
Chamber Board
Council
Sen. Schultz
Sen. Brian Rude

Publicity: Joe/Ben Koelsch
Richland Observer - ads
Shopper - ads
WRCO - 3/19 Friday

Reports, Requests, etc.

The next meeting of the commission will be Tuesday, February 23, 1999 at 6:30 P.M.

Adjourn: Motion by Marshall, second by Kepler to adjourn. Motion carried and meeting adjourned at 7:30 P.M.

Minutes by: Luella Edwards