

HISTORIC PRESERVATION COMMITTEE MINUTES
OF DECEMBER 1, 2008 MEETING

Meeting called to order by Chairperson Guensburg at 4:00 PM in Conference Room 108 of City Hall Plaza.

PRESENT: Iris Guensburg, David Korth, Gary Gray, Jeff Cichantek

ABSENT: Melissa Lake, Carl Scott, Alderman Scott Noble

ALSO PRESENT: Bonnie Curtiss, Planner/Zoning Administrator; Denise Sonnemann, Main Street Executive Director

Minutes of November 3, 2008 Meeting.

HP08-21 Motion by Korth, second by Cichantek to approve the minutes of the 11/3/2008 meeting.

All Ayes.

Motion Carried.

Review Grant Award from Wisconsin Humanities Council and discuss promotion and schedule for development of *The Marshfield Historic District Walking Tour Brochures Project*.

Curtiss reviewed the grant award and publicity for the project. In the grant application, we indicated we would promote the project by press releases, website postings and newsletters, and invite the public to share historic facts or photos about the historic districts.

The group discussed drafting a proof of the brochure and then inviting the public to review/comment on the project. Korth did not like that idea, but did like announcing the project and inviting public to share facts/photos with the committee during the project period.

Denise Sonnemann suggested a promotional event after the brochure is completed – end of July/first of August - to coincide with completion of S. Central Avenue reconstruction in the downtown. She suggested using the new brochure to give guided walking tours of the downtown historic district to promote the new walking tour as well as the new streetscape. The committee liked this idea.

The committee discussed the project schedule. Before deciding on a conceptual design to take out for quotes, they want to review each district and its resources and decide which ones to feature in the brochures. The committee does not want “former sites” featured in these brochures. Denise will bring examples of other walking tour brochures to next month’s meeting.

Update on Common Council approved changes to the Historic Preservation Committee Budget.

Alderman Noble sent an email informing the committee of the change to their 2009 budget. The Common Council, at their November 25th meeting, approved the transfer of \$6,000 from the Contingency Fund to the Historic Preservation Committee budget to fund 5 historic district signs and one plaque for the Roddis house. Noble recommended the Committee start planning for the signs.

Gary Gray thought two things need to be decided; 1) What to put on the signs? and 2) How to get the most out of the \$1000 per sign?

Curtiss noted other things that also need decided, such as location, style of sign and sign material. Cast aluminum is the most common material for historic marker signs. Prices vary based on size and amount of inscription. Posts, mounting hardware and installation may be extra costs. The Wisconsin Historical Society and National Park Service have lists of private vendors who specialize in historic marker signs. Curtiss passed around examples of historic markers signs from one of the vendors.

Committee discussed the possibility of using other materials and using a local sign vendor, but first wanted to get estimates from cast aluminum vendors on what they could get for \$1,000 per sign.

HP08-22 Motion by Cichantek, second by Korth to get estimates from 3 different cast aluminum sign vendors to see what size, amount of inscription and turnaround time we could get for \$1,000 per sign.
All Ayes. Motion Carried.

Purchase/Donation of Preservation Books to Marshfield Public Library.

Curtiss updated the committee that the complete library of National Trust Preservation Books, more than 80 titles, was purchased as discussed at the last committee meeting. Marshfield Public Library reviewed the titles for duplication; they had only 2 of the 80 titles. Curtiss discussed the cataloging, shelving and donation of the books with Lori Belongia, Marshfield Public Library Director. Belongia noted that a plaque could be prepared to acknowledge the committee's donation along with photos and special display. Curtiss can work with Belongia on a press release to announce the new publications to the public. Announcements can also be made via Marshfield Public Library and Historic Preservation websites and mailings to HP organizations.

Gary Gray wasn't at the last meeting and questioned why a city organization was purchasing/donating to the city library. He stated the library has budget and requests for things like this.

Old Business.

Curtiss asked the committee to be thinking about a date for a ½-day Saturday workshop for the Preservation Plan Update.

New Business.

Gary Gray reminded the committee of the December 9th Convention & Visitors Bureau networking session. Committee members confirmed that they all received invitations.

Curtiss announced that The Hamilton and Catherine Roddis House was listed in the National Register of Historic Places on November 12, 2008. The Roddis House is now listed in all 3 historic registers.

Motion by Korth, second by Scott to adjourn meeting @ 5:35 PM.
Motion Carried.

Respectfully submitted,
Bonnie Curtiss Planner/Zoning Administrator