



VILLAGE OF MOUNT HOREB

E. Main Street

Mount Horeb, WI 53572

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HISTORIC PRESERVATION COMMISSION AGENDA

Wednesday, May 22, 2024 at 6:00 PM

Municipal Building Board Room

138 E. Main Street

Mount Horeb, WI

- 1) Call to order
- 2) Agenda Items
 - a. Consideration of April 24, 2024 Meeting Minutes
 - b. Presentation on Certified Local Government Status, Jason Tish, Certified Local Government Coordinator
 - c. Discussion on final suggestions on forms
 - d. Historic Preservation Commission Training Chapter 1: History of Historic Preservation
 - e. Update: Certified Local Government Application and 2024 Grant Cycle
- 3) Future agenda items
- 4) Meeting adjournment.

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AGENDA ITEM REPORT

MEETING DATE

May 22, 2024

PREPARED BY

AGENDA ITEM # 2.a

Consideration of April 24, 2024 Meeting Minutes

BACKGROUND

RECOMMENDATION

ATTACHMENTS

1. Draft minutes 04 24 2024



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HISTORIC PRESERVATION COMMISSION AGENDA

Wednesday, April 24, 2024 at 6:00 PM

DRAFT MEETING MINUTES

- 1) Call to order
The Historic Preservation Commission met on the above date in the Board Room of the Municipal Building, 138 E. Main Street, Mount Horeb, WI. Chair Marc Schellpfeffer called the meeting to order at 6:00pm.
 - a. Roll call
Present were Commissioners Megan Ince, Maura Overland, Jackie Sale and Destinee Udelhoven. Also present were Village Administrator Nic Owen and Assistant Clerk Jean Culberson.
- 2) Agenda Items
 - a. Consideration of March 27, 2024 Meeting Minutes
Udelhoven Motioned, Sale seconded to Consideration of March 27, 2024 Meeting Minutes. Motion carried by unanimous voice vote.
 - b. Consideration of Historic Preservation Commission Role and Procedural Framework
No discussion on framework. Udelhoven Motioned to adopt, Overland seconded to Consideration of Historic Preservation Commission Role and Procedural Framework. Motion carried by unanimous voice vote.
 - c. Review of HPC forms and nominations process
The Commission discussed the due dates, fees and processes. Owen will review the fees. Udelhoven volunteered to take over the forms and review the processes.
 - d. Review of Racine Historic Preservation Plan
The Commission discussed the Racine format and whether the project should be hired out. The Commission discussed having Jason Tish from the Certified Local Government return for another presentation on requirements and benefits.
- 3) Future agenda items
A possible presentation from Jason Tish from the Certified Local Government on requirements and benefits. Discuss possible plaque recognition. Consider State Historical Preservation Commission training modules.
- 4) Meeting adjournment.

Sale Motioned to adjourn at 6:24pm. Ince seconded to Meeting adjournment.
Motion carried by unanimous voice vote.

Minutes by Jean Culberson, Assistant Clerk



AGENDA ITEM REPORT

MEETING DATE

May 22, 2024

PREPARED BY

Nicholas Owen, Administrator

AGENDA ITEM # 2.b

Presentation on Certified Local Government Status, Jason Tish, Certified Local Government Coordinator

BACKGROUND

Jason Tish, Certified Local Government Coordinator for the State Historic Preservation Office, will present information on the State's Certified Local Government program.

RECOMMENDATION**ATTACHMENTS**

None



AGENDA ITEM REPORT

MEETING DATE	PREPARED BY
May 22, 2024	

AGENDA ITEM # 2.c

Discussion on final suggestions on forms

BACKGROUND

Destinee did not receive any comments or suggestions on the forms after the last meeting. We would like to set a date for all feedback to come in to Destinee to finalize the forms for the June Meeting.

RECOMMENDATION

ATTACHMENTS

None



AGENDA ITEM REPORT

MEETING DATE

May 22, 2024

PREPARED BY

Nicholas Owen, Administrator

AGENDA ITEM # 2.d

Historic Preservation Commission Training Chapter 1: History of Historic Preservation

BACKGROUND

The Wisconsin Historical Society has a number of training sessions available for Historic Preservation Commissioners. Each month we will pick a topic to review and discuss at the next meeting. This month we will review [Chapter 1, History of Historic Preservation](#) for discussion at the June meeting.

RECOMMENDATION

ATTACHMENTS

None



AGENDA ITEM REPORT

MEETING DATE

May 22, 2024

PREPARED BY

Nicholas Owen, Administrator

AGENDA ITEM # 2.e

Update: Certified Local Government Application and 2024 Grant Cycle

BACKGROUND

We will plan on having a draft CLG application on the agenda for next month's meeting. There is a deadline approaching in July to apply for some grants that would help us update the Village Historic Survey, and we would like to be prepared to take action on that application at next month's meeting. Having CLG status is a requirement to submit for this grant.

RECOMMENDATION

ATTACHMENTS

None