

HISTORIC PRESERVATION COMMISSION AGENDA
Wednesday, May 28, 2025 at 6:00 PM

MEETING MINUTES

1) Call to order

Chair Marc Schellpfeffer was absent and Jackie Sale called the meeting to order at 6:00 pm in the Board Room of the Municipal Building, 138 East Main Street, Mount Horeb, WI.

Roll call

Members Present: Megan Ince, Maura Overland, Jackie Sale, Destinee Udelhoven

Absent: Marc Schellpfeffer

Others Present: Village Administrator Nic Owen, Assistant Clerk Jean Culberson

2) Agenda Items

a. **Consideration of April 23, 2025 Meeting Minutes**

Udelhoven Motioned to approve the minutes with the correction that Maura Overland was not in attendance at the meeting, Ince seconded to Consideration of April 23, 2025 Meeting Minutes with correction. Motion carried by unanimous voice vote.

b. **Discussion/Recommendation on Awards Program Form**

The Committee discussed the sample forms and what criteria and limitations should be in the form. Udelhoven to draft the form based on discussion.

c. **Historic Preservation Commission Training Chapter 110: Preservation Community Relationships**

The Commission discussed public awareness and communication and whether the Chamber events could help. Further discussion took place on funding and approvals for the Façade Improvement Grant Program.

d. **Update on Historical Designation Application**

Udelhoven updated on the Main Street property owned by Mark Johnson. The Commission will need to review the application and photographs.

3) Future agenda items

- Award draft form
- Historical Society and Landmarks Commission updates
- Ethics
- HPC Training Chapter 11

4) Meeting adjournment

Overland Motioned, Ince seconded to Meeting adjournment at 6:36 pm. Motion carried by unanimous voice vote.

Minutes by Assistant Clerk Jean Culberson