

**City of Portage
Historic Preservation Commission
Tuesday, October 15, 2013, 6:00 p.m.
Municipal Building, 115 West Pleasant Street
Conference Room Two
Minutes**

Members Present: Doug Klapper, Chairperson; Todd Bennett, Marlena Cavanaugh, Kristin Droste, Erin Foley, Wade Udelhoven
Members Excused: Kyle Dumbleton, Stephanie Miller-Lamb
Guests Present: Bill Wade (Cable TV)

1. Roll call

Klapper called the meeting to order at 6:02 pm. Kyle Dumbleton will submit his resignation—he is too busy to attend the HPC meetings. Rob Nurey has been appointed and approved as an HPC member, but has not yet taken his oath of office.

2. Approval of previous meeting minutes

Marie Moe changed the submitted minutes by adding W Udelhoven as the abstention on the vote in item #4 to support a \$500 payment for the Historic Indian Agency House's 2014 Summer Speaker series. Bennett moved that the minutes be approved as amended. Droste seconded the motion, which passed unanimously by voice vote.

3. Discussion and possible action on claims

No new claims have been presented.

4. Discussion and possible action on Municipal Register

Discussion on adding the Grandstand at the fairgrounds to the Municipal Register was tabled until the November meeting due to Miller-Lamb's absence. Klapper mentioned that such a designation will not benefit the City financially. W Udelhoven agreed, but commented that the HPC should work to preserve any historic structure. Klapper is unsure of the status of a proposal to modify the Grandstand as a storm shelter. Foley noted that the new fence around the fairgrounds would make access difficult.

5. Discussion and possible action on Historic Preservation Month Activities (May 2014)

W Udelhoven suggested Preservation Month programs feature motivational activities, perhaps a walking tour with lectures, newspaper articles, or talks about successful communities or restoration projects. Klapper will contact Joe DeRose of the Wisconsin Historical Society for ideas.

6. Discussion and possible action on 2013 funds

Klapper does not have a statement of how much money remains in the HPC budget. Members discussed possible uses for the money, including educational books or signs, or reprinting the downtown walking tour brochure. Droste suggested all HPC members come to the next meeting with ideas.

7. Discussion and possible action on historic preservation books and booklets

Klapper will speak with Library Director Shannon Schultz about donating the preservation books to the Library. He hopes there will be time in the next couple of months.

8. Discussion and possible action on naming of City Parking lots

Ten years ago, Portage's Parking Commission suggested that the parking lots be named to make them easier to identify. The HPC was given the task of naming the lots, which was completed by HPC members Dr. Robert Curtis, Judy Eulberg, and Doug Klapper. Jeff Garetson, Chair of the Municipal Services and Utilities Committee, wants official notification of this action so that Municipal Services can add the cost of the signs to its budget. Details about the HPC work will be brought to a later meeting.

9. Adjournment

Chair Klapper adjourned the meeting at 6:43 pm.

Respectfully submitted,
Erin Foley
Secretary