

**City of Portage
Historic Preservation Commission
Tuesday, November 18, 2014, 6:00 p.m.
Municipal Building, 115 West Pleasant Street
Conference Room One
Minutes**

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

1. Roll call

Klapper called the meeting to order at 6:05 pm.

2. Approval of previous meeting minutes

Udelhoven moved that the minutes for the meeting of October 21 be approved as written. Droste seconded the motion, which passed unanimously by voice vote.

3. Discussion and possible action on claims

Foley submitted claims for reimbursement to cover her attendance at the Local History and Historic Preservation Conference at Elkhart Lake held Oct. 24-25. The total requested was \$320.03, plus mileage. Foley noted that reimbursement of \$105 had already been approved; this amount was included in the current request because she had not yet received that amount. Miller-Lamb moved to approve the claim as submitted. Cavanaugh seconded the motion, which passed unanimously by roll call vote with one abstention (Foley).

4. Discussion regarding WHS Historic Preservation Fund Subgrant Application

Prior to submitting the completed application, Klapper discussed it with city administrator Shawn Murphy and finance director Jean Mohr. Three consulting bids accompanied the application. The Wisconsin Historical Society will review the applications during the first week of December. The winning applications will be selected in February 2015. Miller-Lamb thanked Klapper and Foley for their work on the application.

5. Discussion regarding Erin Foley's attendance at State Conference

Foley discussed several of the sessions she attended. Of particular interest was a new state law that allows a not-for-profit agency to "sell" their tax credits to a for-profit agency for approved preservation projects.

6. Discussion and possible action on remaining 2014 funds

Klapper discussed the remaining 2014 funds. Miller-Lamb would like to use HPC funds to pay for student tours of the Historic Indian Agency House. Droste expressed support for this, reminding the Commission members how memorable those tours were when the members were students. Droste would support funds being used to send all Portage fourth graders to tour both the Agency House and the Surgeon's Quarters. Information about the costs of school tours at the two historic sites will be requested. The topic will be discussed at the December meeting.

7. Discussion and possible action on Historic Preservation Month Activities (May 2015)

Ideas for Preservation Month activities in 2015 were discussed. Klapper would like the Scavenger Hunt to continue. Droste has learned that some of this year's participants would like to repeat the tour of churches. Perhaps cemeteries could be added to the tours of churches for 2015. Klapper suggested that the Commission take up the topic in January.

8. Adjournment

Chair Klapper adjourned the meeting at 6:50 pm.

Respectfully submitted,
Erin Foley
Secretary