



Pierre/Ft. Pierre Historic Preservation Commission **April 2020 Minutes**

April 15, 2020 – Meeting by teleconferencing called to order by Chairperson Kathy Aplan at 12:09pm

In Attendance

Kathy Aplan, Kelly Waage, Robert Kean, Sunny Hannum, Kelli Buscher, Deb Schiefelbein, Deb Gates, Donna Leslie; Pierre City Council Liaison Vonna Johnson, Volunteer Don Zeller

Approval of Minutes

The February 19, 2020 meeting minutes were reviewed and following discussion, Sunny Hannum moved, Deb Schiefelbein seconded, that the minutes be approved as presented. The motion carried.

The March 4, 2020 Special Meeting minutes were reviewed and following discussion, Deb Schiefelbein moved, Sunny Hannum seconded, that the minutes be approved as presented, The motion carried.

Budget

Commission Treasurer Kelly Waage reviewed the financial planning document dated April 14, 2020 previously distributed to Commission members. She noted that the document format and scope has not been further revised since the last review. The financial planning document review included: noting the payment of Commission membership bills previously approved; payment of the Commission domain fee; and, payment of a bill to the City of Ft. Pierre for completed maintenance at the Verendrye Monument. The Commission discussed its continuing membership in the National Trust for Historic Preservation. MOTION: Kelli Buscher moved, Donna Leslie seconded, that the Commission expend \$250 to renew its membership in the National Trust. The Commission discussed the necessity of securing an appropriate place to store Commission related materials. Having a repository would allow for the consolidation of storing items in lieu of having them located throughout the community in public and private locations. The Commission discussed the impact of the COVID-19 virus on organizational line item deadlines. It was the consensus of the Commission that, while the impact of the virus upon its activities and projects are not certain, it would be appropriate to seek an extension of expenditure deadlines. Chairperson Aplan shared that she is in discussions with funding sources to extend the deadlines to July 31, 2020. The extension should provide sufficient time to meet the budget requirements. MOTION: Sunny Hannum moved, Donna Leslie seconded, that permission be sought to extend the 2019 grant expenditure period until July 31, 2020. Motion carried.

Building Permits Review

No building permits were referred to the Commission to review.

Old Business: Ft. Pierre Chouteau Site Maintenance

Don Zeller reported that AGE, a local contractor submitted an estimate on the ground maintenance work previously discussed to be done at the Ft. Pierre Chouteau site. The Commission discussed what further needed to be done at the site including acquiring additional material to compact in the car parking area. Zeller will refer estimate to the State Historic Preservation Office which has authority over the site for review and report back to the Commission at the May meeting.

Lewis and Clark Sign Committee

The Lewis and Clark Sign Committee is planning to meet soon to complete the first portion of the project and will have a detailed update at the next Commission meeting.

Web Site Additions

Information on the Sansarc will be updated on the website.

Conferences in 2020

The Commission discussed how best, in light of COVID-19, to fulfill its ongoing collective and individual responsibility to become knowledgeable about historic preservation through participation at conferences, meetings and similar activities. Commission members agreed that maintaining and gaining historic preservation knowledge and skills will require more attention and effort. The sponsoring organizations of many conferences and meetings are seeking to continue to be relevant by providing a variety of information using alternative formats. These range from expanded archives to peruse to on-line presentations. It was noted that the national organizations have a large amount of information readily available at no cost. Some offerings may involve costs which could be an issue to Commission members. The State Historic Preservation Office will be contacted to see to what extent grant funds could be expended to defray the costs of participating in events with paywalls or requiring fees. Commission members were encouraged to think in terms of how the Commission's many activities and projects can best be provided to inform the public in and visitors to the two communities.

Historic Publications

Commission members provided updates on the status of specific efforts since the last meeting:

Historic Homes / Buildings: Commission Chairperson Kathy Aplan reported that the estimated cost of publishing a 24 page booklet is \$1,428. Commission member Sunny Hannum said that the Ft. Pierre booklet, due to a lower number selected, may make it possible to combine historic homes and businesses in one booklet. Commission member Kelli Buscher shared that the Pierre historic homes booklet will contain 18 homes. She shared a proposed map format that she is developing to be placed onto the Commission's website. The map is designed to be interactive and populates the Pierre historic homes' locations throughout the city using pins. When an individual pin is "clicked," a picture of the home and narrative will appear. She further stated that the quality of the homes' photographs presented a problem and getting new pictures has been a challenge due to vegetation growth. MOTION: Kelli Buscher moved, Sunny Hannum seconded, that up to \$1,500 be expended for each historic home/building booklet for Pierre and Ft. Pierre. The motion carried.

Pierre Airport Brochure: The airshow, previously scheduled for July 2020 has been postponed until July 3-4, 2021. Don Zeller reported that the municipal airport personnel and those involved with the air

show continue to be interested in a brochure setting out historic aspects of the airport. This will be an ongoing project until completed.

Cedar Hill Cemetery: Commission member Sunny Hannum reported that Mr. Ken Stewart is still scheduled to begin the writing phase of this project in June. Ft. Pierre Mayor Gloria Hanson has contacted the SD School of Mines and Technology regarding technical assistance for the project. The school has experience with ground penetration radar and like technology that will be of assistance in locating grave sites. Commission member Deb Schiefelbein shared that she has some material relating to the Cedar Hill Cemetery that she will provide to Sunny.

Sansarc School/Verendrye Rack Cards: The Commission discussed using available resources to purchase rack cards to promulgate information on the Sansarc School and Verendrye Monument. MOTION: Deb Gates moved, Sunny Hannum seconded, that \$500 be expended on Sansarc School and Verendrye Monument rack cards. Motion carried.

Mailing Material: Commission discussed how best to continue to provide its publications to the state visitor centers in light of COVID-19. It was noted that last year's grant funds could not be used for mailing publications to the visitors centers and other arrangements were made to distribute them. Chairperson Aplan will inquire regarding the status of whether current funds can be used for mailing Commission publications.

Meat Market/Jail Sign

Sunny Hannum reported that a quote was received for the completion and installation of the Ft. Pierre Meat Market and Jail signs. MOTION: Chairperson Aplan moved, Deb Gates seconded, that up to \$650 be expended from Ft. Pierre funds to complete and install the Meat Market and Jail signs in Ft. Pierre. Motion carried.

City Council Tours

Due to the COVID-19 virus, the tours planned for the Pierre/Ft. Pierre city councils are postponed indefinitely. Commission members discussed the possibility of developing a virtual tour of sites that would then be available on the organization's website. The Commission consensus is that this effort will require additional attention to determine its feasibility.

New Business: 2019 Budget – Grant Extension

The Commission passed a motion requesting an extension to the grant year. See Budget above.

CLG Grant

Chairperson Aplan reported that the Certified Local Government grant is completed.

Travel Information

The state tourism office requires that publications placed in visitors centers under its auspices be pre-approved at the state level. Even though visitor center openings are not yet certain due to the COVID-19 virus, the vetting process will need to be done prior to further distribution of Commission materials this season. Commission member Kean will contact the state tourism office to confirm the review process, permissions required, time frames and distribution options.

Other Items: Storage Unit

Commission members further discussed the benefits of acquiring a storage unit to have a secure repository for Commission material. A unit is available at a secure, indoor, temperature controlled location in Pierre.

MOTION: Kelli Buscher moved, Sunny Hannum seconded, that a rental unit be contracted for up to \$600 per annum. Motion carried. MOTION: Deb Gates moved, Kelli Buscher seconded, that up to \$20 be expended to purchase a suitable lock for the storage unit.

Meeting Adjourned at 1:17pm

NEXT MEETING DATE: May 20, 2020