



## Pierre/Ft. Pierre Historic Preservation Commission **June 2020 Minutes**

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*June 17, 2020 Meeting called to order by Chairperson Kathy Aplan at 12:10pm.*

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### In Attendance

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Kathy Aplan, Robert Kean, Deb Gates, Sunny Hannum, Donna Leslie, Kelli Buscher, Deb Schiefelbein, Pierre City Council liaison Vona Johnson. Volunteer Don Zeller.

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### Approval of Minutes

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The May 20, 2020 Commission Minutes were reviewed and following discussion wherein a typo was noted, Sunny Hannum moved, Deb Gates seconded, that the Minutes be approved as corrected. The motion carried by roll call vote.

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### Budget

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Commission members reviewed the PFTPHPC Financial Planning Document dated June 20, 2020 previously sent to the Commission members by Commission Treasurer, Kelly Waage. The financial planning document review included noting the payment of outstanding bills. Further discussion focused upon end of fiscal year items. These included the status of projects and anticipated expenditure of funds by the end of the granting agencies' fiscal year and extension periods. Decisions on authorizing expenditures to meet the end of grant period deadlines were deferred to later in the agenda at Historic Publications. (See below)

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### Building Permits Review

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No building permits were referred to the Commission for review.

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### Volunteer Hours Recording

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Commission members were reminded that volunteer hours need to be recorded and submitted to maintain compliance with funding sources requirements. Chairperson Aplan will send out a form to guide volunteer hours tabulations and submittals.

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### **Old Business:** Ft Pierre Chouteau

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A.G.E. Corporation is contracted through a MOA to finish work on the grounds of the Ft. Pierre Chouteau including packing gravel in the walking approach and the parking area. Don Zeller has been in continuous contact with A.G.E. and reports that the necessary compacting equipment to complete the work is now available and the project should be completed shortly.

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## Lewis and Clark Sign Committee

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Three signs previously reported on are awaiting installation by Pierre city crews. They will be located near the causeway; near the railroad bridge and next to the bike path near Downs Marina. Don Zeller's contacts with the city crews indicate that, while committed to installing the signs, the crews are working through priorities to get summer recreation opportunities available to the community and they will get to the sign installation when time permits. Zeller further reported that eight signposts belonging to the Commission and thought lost during the move of city offices to their current location have been located. They have an estimated replacement value of \$30.00 each and are now stored at the Zeller residence.

Two additional signs are in their final stages of preparation as follows:

**Sacagawea:** The Committee is finalizing the sign layout including discussing the need to or desirability of reducing the amount of verbiage and increase the font size. The Commission members commented that the accompanying pictures and artwork nicely complement the overall look of the sign. It is expected that final decisions will be reported at the next meeting.

**Keel Boat:** The Committee is nearing completion of the sign. The verbiage is finished and artwork decided upon. Permission is being sought to use a recent photograph of a replica of the Lewis and Clark keel boat to finish the layout. Once permission is acquired, the final steps to completion should go quickly. It was noted that resources dedicated to the completion of the two signs are not subject to the grant requirements associated with other budget funds and the extended grant period of July 15, 2020.

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## Website Additions/QR Codes

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Website additions reported were the Ft. Pierre/Stanley County Jail and Ft. Pierre Meat Market.

Chairperson Aplan shared that she contacted BPro regarding the QR codes and that the new codes link correctly to the Commission's new website. As new signs are completed and placed and old sign refurbished or replaced, they will have the new codes printed as part of the display or attached as a sticker. The QR Code stickers can be produced locally at a nominal cost of approximately \$3.75 each. A review of existing QR codes will be needed to clearly ascertain if they are compatible and correctly link to the Commission's new website. Don Zeller will look into this project and be in contact with Commission members regarding a process to review and verify compatibility. Costs relating to this agenda item were deferred to later in the agenda at Historic Publications. (See below)

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## Conferences 2020 - 2021

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National conferences are still being canceled as the Covid-19 pandemic continues throughout the country and return to participatory events remains vague. Commission members are encouraged to be innovative in seeking out means to stay current on relevant topics of Commission involvement and interest. Commission members are also asked to keep other members informed of opportunities that they become aware of. As previously mentioned, all related costs will need prior approval.

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## Historic Publications

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Commission members provided updates on the status of specific efforts and discussed publication and other expenditures as follows:

*Historic Homes/Buildings:* Commission member Kelli Buscher reported that the Pierre booklet project is nearing completion. The amount of material produced by the effort will support a 32 page booklet instead of the originally anticipated 24 pages. The project is awaiting the final completion of the drone pictures component which is expected shortly. Commission member Sunny Hannum reported that the Ft. Pierre booklet is nearing completion and will consist of 28 pages to include both historic homes and buildings. After discussion the Commission agreed that, in order to allow for sufficient time to adequately complete the historic homes/buildings booklet projects, these efforts will continue into and be published during the next budget period.

*Sansarc School/Verendrye Monument Rack Cards:* Commission member Deb Schiefelbein reported that the printing of rack cards for the Sansarc School and Verendrye monument is completed and the rack cards will be placed out at several locations for an anticipated wide distribution to interested visitors.

The Commission discussed expenditures that need to be made to satisfy grant requirements of the funding agencies to the Commission. To accomplish this goal, it was decided that the Commission expend resources to update needed QR Codes for Commission signs already placed in the communities. It was further decided to reprint needed copies of the Pierre/Ft. Pierre Driving Tour and the Lewis and Clark booklets. The booklets will replenish supplies used to prepare for and the duration of the 2020 local and statewide tourist season. It was noted during discussion that the Driving Tour booklet will need a corrected QR Code and the Lewis and Clark booklet will need a correction to accurately mention the agency that maintains the public access areas below Oahe Dam.

### *Expenditures:*

Sunny Hannum moved, Kelli Buscher seconded that up to \$50.00 be expended to purchase new QR Code stickers to affix to existing signs in the communities to allow them to link to the Commission's new website. Motion carried by roll call vote.

Kelli Buscher moved, Sunny Hannum seconded that \$3,622.00 be expended to reprint copies of the Pierre/Ft. Pierre Driving Tour and the Lewis and Clark booklets. Motion carried by roll call vote.

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## Signs

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It was reported that the Ft. Pierre/Stanley County Jail and Ft. Pierre Meat Market signs have QR Codes and Don Zeller will be adding the correct QR codes to these signs.

The Commission discussed the options available regarding the Stockgrowers Bank historic sign in Ft. Pierre that is showing signs of weathering. The sign ownership was transferred to the Commission by the DM&E Railroad and State Historic Society several years ago and is in need of attention. A decision regarding the sign will be taken under advisement at a future meeting.

Commission member Deb Schiefelbein thanked everyone for their comments on the Historic Trail Project sign which is under final review and updating at M&R Signs. One post is already installed in the Drifter's parking lot. M&R Signs can place the sign on the existing post and install the Commission's other post for approximately \$400.00.

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## City Council Tour

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The Commission discussed how best to present its activities and accomplishments to the Pierre/Ft. Pierre city commissions. With the anticipated lessening of restrictions caused by the Covid-19 pandemic, the Commission agreed that the Commission should wait to conduct an in-person actual tour of representative historic sites in the communities. It was suggested that the communities' chambers of commerce and development agencies also be invited to participate on the tours.

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## **New Business:** 2019 Budget/Grant Extension

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It was noted that the 2019 grant period with the extension is concluding and related reports are being finalized.

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## Council of Local Governments (CLG) Grant

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New information will be forthcoming regarding the details of the new grant period.

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## Informational Materials Distribution

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Commission members shared updated information regarding distribution efforts of Commission generated materials, amount of materials distributed, targeted groups of the effort, collaborators in the efforts and suggestions for further distributions.

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## Other

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No additional items were brought before the Commission.

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## Meeting Adjourned

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Deb Schiefelbein moved, Sunny Hannum seconded that the meeting be adjourned. Meeting was adjourned at 1:06pm.

NEXT MEETING DATE: JULY 15, 2020