



[www.historicpierre.com](http://www.historicpierre.com)

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

---

*July 15, 2020 in person meeting at Pierre City Hall was called to order by Chairperson Kathy Aplan at 12:10pm.*

---

### In Attendance

---

Kathy Aplan, Robert Kean, Donna Leslie, Kelli Buscher, Deb Schiefelbein, Pierre City Council liaison Vonna Johnson. Guests: Heather Venner, Heather Mulliner, South Dakota State Historic Preservation Office, Pierre.

---

### Approval of Minutes

---

The June 17, 2020 Commission Minutes were reviewed and following discussion, Deb Schiefelbein moved, Kelli Buscher seconded, that the Minutes be approved as presented. The motion carried.

---

### Budget

---

Commission members reviewed the PFTPHPC Financial Planning Document dated July 15, 2020 previously provided to Commission members by Commission Treasurer, Kelly Waage. The financial planning document review and discussion included: reviewing the status of funds accounts; noting the itemized completed expenditure details through the end of June that were paid within the initial budget extension period. Also noted was the receipt of the State Historic Preservation Office/CLG grant for 2020 in the amount of \$16, 395 and the grant period expiration date of 5.21.2021.

---

### Building Permits Review

---

No specific building permits were referred to the Commission for review. Chairperson Aplan did receive an inquiry from Pierre regarding the process involved with seeking information regarding a renovation that may be subject to a permit review. The person was referred to the proper authorities including the State Historic Preservation Office for further discussion and assistance.

---

### Recording Volunteer Hours

---

Commission members were reminded to submit their volunteer hours using the template previously sent out by Chairperson Aplan. The recording of hours is an ongoing requirement of the funds granting process and volunteer hours are collected cumulatively throughout the year on a monthly basis.

---

### Old Business Ft. Pierre Chouteau

---

A.G.E. Corporation of Ft. Pierre is contracted to complete work on the grounds of the Ft. Pierre Chouteau including packing gravel on the walking approach and the parking area. Volunteer Don Zeller is monitoring and reporting on this effort to the Commission. He will have a progress update at the August Commission meeting.

---

## Lewis and Clark Committee

---

The Commission reviewed the status of the Sacagawea and Keelboat signs.

Volunteer Don Zeller previously informed the Commission of a pending bill for the design of the Sacagawea sign from Tera M. Berg of Designstrat.

MOTION: Donna Leslie moved, Kelli Buscher seconded authorizing the Commission to pay the bill from Tera M. Berg in the amount of \$130.00 for design work completed on the Sacagawea sign. The motion carried.

The Sacagawea sign is ready for installation and the Keelboat sign is awaiting a decision on a representative picture of the keelboat to be used and final review of the Keelboat sign verbiage by the Commission. M&R Signs of Pierre will do the installation of both signs.

MOTION: Kelli Buscher moved, Donna Leslie seconded that the Commission authorize M&R Signs to expend up to \$635.00 for the final preparation and installation of the Sacagawea and Keelboat signs provided, however, that the Keelboat sign verbiage be reviewed by the Commission prior to final sign printing and installation. The motion carried.

---

## Website Additions/QR Codes

---

It was reported that M&R Signs is finishing with applying a weather coating to the new QR Codes on some of the signs.

---

## Conferences

---

The availability of national, regional and state historical conferences of interest to Commission members remains in flux due to the Covid-19 pandemic. One organization, the National Alliance of Preservation Commissions (NAPC) is offering a virtual conference on-line on August 3-9, 2020. There is a fee of \$100.00 to register on-line for the entirety of the conference. The fee also allows access to the conference archive after the conference. Commission members discussed their interest in participating.

MOTION: Kelli Buscher moved, Deb Schiefelbein seconded authorizing the Commission to pay the \$100.00 registration fee for up to three Commission members to participate in the on-line virtual NAPC conference on August 3-9, 2020. The motion carried.

---

## Historic Publications

---

Commission members provided updates on the status of specific efforts as follows:

*Historic Homes/Buildings:* Commission member Kelli Buscher reported that the Pierre booklet is nearly finished. The photography, including aerial images are complete and script is in the final stages. It is anticipated that the completed mockup of the booklet should be ready to share at the next meeting.

*Sansarc School:* Commission member Deb Schiefelbein reported that the Sansarc School project is completed.

---

## Signs

---

Commission member Deb Schiefelbein reported that the Historic Trails sign is nearly finished and awaiting installation.

---

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

---

Chairperson Kathy Aplan noted that the Commission finished the budget year with \$84.00 that was not expended within the grant period and is subject to reversion to the funding source.

---

### CLG Grant

---

As noted above at agenda item, Budget, the CLG/SHPO grant for 2021 is in the amount of \$16,395.00.

---

### Storage of Commission Work/Projects

---

Chairperson Aplan led Commission in discussing the need to consider how best to collect/archive/maintain the material in the Commission's possession and continues to generate. The Commission agreed to look into options and decide on a methodology that is the most versatile for its needs including a compatible way for placing material onto the Pierre/Ft. Pierre servers.

---

### Other/Touch Screen Kiosks

---

Don Zeller will update the Commission on his research to date on the possibility of placing informational kiosk(s) in the Pierre/Ft. Pierre communities.

---

### Introduction of Guests

---

Heather Venner and Heather Mulliner from the State Historic Preservation Office (SHPO) introduced themselves and presented detailed information on their duties and areas of responsibility within SHPO. Ms. Venner's area of responsibility includes monitoring the Ft. Pierre Chateau. Ms. Mulliner's area of responsibility includes questions regarding National Register listings and issues related to technical preservation.

---

### Meeting Adjourned

---

Deb Schiefelbein moved, Kelli Buscher seconded that the meeting be adjourned. Meeting was adjourned at 12:34pm.

NEXT MEETING DATE: August 19, 2020