



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

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*September 16, 2020 Meeting at Pierre City Hall called to order by Chairperson Kathy Aplan at 12:03pm.*

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### In Attendance

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Kathy Aplan, Kelly Waage, Robert Kean, Deb Gates, Sunny Hannum, Donna Leslie, Deb Schiefelbein, Volunteer Don Zeller

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### Approval of Minutes

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The August 19, 2020 Commission Minutes were reviewed and following discussion noting an additional typographical correction on page 3, Sunny Hannum moved, Deb Gates seconded, that the revised draft Minutes be approved as corrected. The Motion passed.

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### Budget

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Commission members reviewed the PFTPHPC Financial Planning Document dated September 15, 2020 previously provided to the Commission members by Commission Treasurer, Kelly Waage. The Financial Planning Document review and discussion included: review of invoices paid since the last meeting; clarification regarding notations on an invoice from M&R Signs; and, confirmation that all outstanding items at M&R Signs have been completed and paid. With consensus, the Commission deleted the Travel Expenses item, National Conference at Tacoma, WA since no one attended the conference. Further discussion reviewed the physical layout and the use of explanatory information in the Financial Planning Document comments sections. Discussion included the feasibility of including additional information and narrative as the various projects mature and expenditures are made over time. It was felt that the added information would aid in Commission members review since some Commission efforts evolve over long time periods and the continuity streams of expenditures may get confused. Commission review of the Financial Planning Document also provided an opportunity to note how funds are tracked over time since generated, sometimes for years, until depleted.

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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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### **Old Business** Ft. Pierre Chouteau

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The Commission's involvement in organizing and directing the recent work at the Ft. Pierre Chouteau site that enhanced several physical features was completed with the conclusion of the work. Future involvement of the Commission with maintenance or other tasks at the site will be initiated in coordination with the State Historic Preservation Office. Until that occurs, this item will be dropped from future Commission agendas.

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## Lewis and Clark Committee

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At the August meeting, the Commission authorized an expenditure to secure permission to use a photograph of a replica of the Lewis and Clark keelboat to complete the Keelboat Sign. Don Zeller reported that the Keelboat Sign is the last sign the Lewis and Clark Committee is working on. Confirmation that permission is given to replicate the keelboat photograph before its use is needed to protect the interests of the Commission. Mr. Zeller will coordinate with Commission member Kelli Buscher to determine the status of the approval and pursue the needed permission to complete the project.

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## Website Additions

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Commission member Deb Schiefelbein reported that B-Pro added information regarding the Deadwood Trail sign to the Commission's website. Commission members discussed the functionality status of QR codes on signs. Updating the QR codes throughout the Pierre/Ft. Pierre communities on Commission signs is an ongoing process to ensure that they continue to link properly. Commission members were encouraged to test the QR codes as they come across signs and note the ones that are not functional. Don Zeller reported that he has personally reviewed all the QR codes that he is aware of within the city limits of Ft. Pierre and they are currently correct.

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## Conferences

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It appears that the State History Conference and the South Dakota Council of Local Governments are still planning conferences. Commission members are encouraged to monitor related information as it develops and, as interested, plan accordingly.

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## Historic Publications

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

*Historic Homes/Buildings:* Commission member Kelli Buscher, by message, reported that the final proofs for the Pierre/Ft. Pierre booklets will be sent out next week to Commission members. Commission members were invited to review the material and make comments directly to Kelli.

*Cedar Hills Cemetery:* Commission member Sunny Hannum reported that the previously mentioned visit and exploratory work at Cedar Hill Cemetery by the state archeologist office went very well. In addition to typical site surveying, they were also able to use a drone to assist in the mapping. Ken Stewart, principal writer for this effort was able to participate throughout this phase of the project. Discussion ensued regarding the Commission's interest in having a public information event sponsored by the Commission to introduce this project to the Pierre/Ft. Pierre communities. Discussion included who would present at the program, scope of the presentation, publicity for the event and logistics and potential locations for the event to maximize attendance. This potential project will be readdressed at future meetings.

*Pierre Airport History:* Don Zeller reported that an initial review of what is expected of this effort lends itself to two projects. One is to collect and develop pictorial and narrative information for inclusion in the Commission's website. The second is to prepare a requested two-page informational sheet designed to complement and be part of the material distributed at the air show planned for July 2021. A recommended starting point would be to continue collecting material relating to the airport and seeking permission to use already available printed material. For example, Harold Schuler's book on Pierre's

formative years has several pages on the history and development of the airport, including the World War II years. Commission member Sunny Hannum has past experience with contacting the Schuler family for permission to use copywritten material. She and Don Zeller will converse on seeking additional permissions for this effort.

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### Griffin Park Shelter

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Commission members discussed personal observations and anecdotal information related to the history and condition of the shelter in Griffin Park. A plaque on the structure states that it was donated to the people of Pierre by the Pierre Women's Club. Initial inquiries of persons in the community did not provide much information on the history of the shelter and there is little documentation of it through the years. The Pierre Women's Club reportedly ceased to exist in the 1970's without a successor organization and location of its records is not known. A suggestion was offered that information may be available through the state archives. The structure is degrading and in very poor condition; wood portions are rotting and supporting pillars are leaning precariously. More research will be needed to ascertain the shelter's significance.

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### **New Business** CLG Grant

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Commission Chairperson Kathy Aplan reported that she is finalizing Commission fiscal reports to be submitted to the CLG for past grants. She is utilizing material gleaned from ongoing Commission reports.

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### Storage Solutions

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Chairperson Kathy Aplan reported that she has searched portable storage devices to determine what would be a practical electronic means to collect, store and transfer the growing amount of Commission project related material. She noted that some material like high resolution pictures take a huge amount of data space. Commission discussion ensued on the various modalities of storage, costs, transferring stored data to other servers, and, how a system would function efficiently. For example, a protocol will need to be developed to uniformly generate a system of files to avoid confusion and potential loss of material. Chairperson Kathy Aplan suggested that a two tetra-byte device be purchased to initiate the process of storage and to gain experience working on the processes.

MOTION: Donna Leslie moved, Deb Gates seconded that funds in the amount of \$59.00 plus applicable taxes be expended from SD State Historical Society Grant 2020 funds to allow Chairperson Kathy Aplan to purchase a two tetra-byte storage device. The motion passed.

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### Touch Screen

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Previously the Commission discussed the possibility of having its own dedicated touch screen system placed at the Pierre Chamber of Commerce building similar to one currently located there containing Chamber of Commerce information. Don Zeller reported on his research into the components necessary to assemble a system. A system could be developed consisting of a touch screen and computer to run the program. A touch screen is available locally and a lower end computer would be sufficient to handle and run the programming. Commission discussion ensued regarding using the existing Chamber of Commerce touch screen and adding Commission directed information to what is currently offered by the Chamber of Commerce. Mr. Zeller is planning to meet with Chamber of Commerce staff regarding placing the touch screen and will discuss the possibility of sharing the Chamber of Commerce's touch screen and report back to the Commission.

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## Meeting Adjourned

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Donna Leslie moved, Sunny Hannum seconded that the meeting be adjourned. Meeting was adjourned at 12:53pm.

NEXT MEETING DATE: October 21, 2020.