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

October 21, 2020 meeting at Pierre City Hall called to order by Chairperson Kathy Aplan at 12:10pm.

In Attendance

Kathy Aplan, Robert Kean, Sunny Hannum, Donna Leslie, Kelli Buscher. Guests in attendance: Heather Mulliner, Katie Wasley from the South Dakota State Historic Preservation Office, Pierre.

Volunteer Hours were recorded.

Election of Officers

Commission members discussed various aspects of the organization including: its composition; selection of members; community representation; length and number of terms; and, the roles and responsibilities of the body's officers. Commission members then moved to elect its officers for the next fiscal year as follows:

MOTION: Kathy Aplan moved, Kelli Buscher seconded that Sunny Hannum be elected Chairperson. The Motion passed.

MOTION: Kathy Aplan moved, Sunny Hannum seconded that Kelly Waage be elected Treasurer. The Motion passed.

MOTION: Kathy Aplan moved, Kelli Buscher seconded that Robert Kean be elected Secretary. The Motion passed.

Chairperson Sunny Hannum assumed the conduct of the Commission meeting.

Approval of Minutes

The September 16, 2020 Commission Minutes were reviewed and following discussion Kathy Aplan moved, Sunny Hannum seconded that the draft Minutes be approved as presented. The Motion passed.

Budget

Commission members reviewed the PFTPHPC Financial Planning Document dated October 21, 2020 previously prepared and provided by Commission Treasurer Kelly Waage. Also accompanying the Financial Planning Document was a detailed description of transactions related to the closed out SD State Historical Society Grant for 2019 (PFTPHPC Budget Category 430). The Commission's Financial Planning Document review and discussion included: verified that specific invoices/bills previously submitted were paid (Budget Category 423, i.e., M&R Signs, Historic Sign hardware); reviewed items such as fees to be paid out in early 2021; discussed travel opportunities in light of the Covid-19 situation noting that this budget area (Budget Category 432) will be in flux and need close monitoring for adjustments as state and national organizations plan for conferences; and, verified allocation amounts throughout the Financial Planning Document. Commission review also provided an opportunity to revisit storing important Commission related information and data onto a hard drive. Commission member Kathy Aplan shared that she will begin this effort and report back at the next meeting.

Building Permits Review

No building permits were referred to the Commission for review.

Introduction of Guests

Chairperson Hannum asked to introduce guests in attendance at this point in the Commission's agenda. Heather Mulliner and Katie Wasley introduced themselves and shared their duties and areas of responsibility within the South Dakota State Historic Preservation office. Ms. Mulliner shared that in light of the Commission's discussion regarding conferences, she will provide information on the upcoming South Dakota Historical Society Conference.

Old Business Lewis and Clark Committee

An invoice for the cost of permission to use the selected keelboat picture on the final sign to be developed has been submitted for payment (Budget Category 428). Once that permission is secured, the sign will be completed and erected. Upon installation, this Lewis and Clark effort will be completed.

Website Additions

Commission members discussed the necessity of continuously reviewing the QR codes throughout the Pierre/Ft. Pierre communities for accuracy, updating, and noting the physical condition of the code. Members are encouraged to test them whenever possible as they move about the communities. Discussion included whether a bill at B-Pro for QR related work was outstanding. It will be looked into and paid if outstanding.

MOTION: Kathy Aplan moved, Kelli Buscher seconded, that \$32.50 be expended from Budget Category 432 to pay the referenced B-Pro bill if outstanding. The Motion passed.

Discussion further included pursuing efforts to place the drone photos acquired during the development of the Pierre/Ft. Pierre homes and buildings booklets onto the Commission's website.

Chairperson Hannum shared that the United Congregational Church of Christ in Pierre is of historic significance and should qualify for recognition on the National Registry. Commission meeting Guest Heather Mulliner shared that representatives from the church have contacted the State Historic Preservation Office for information and assistance in pursuing getting the church onto the National Registry.

Conferences

Conferences in 2020-2021 remain in flux. Information on the State History Conference and South Dakota CLG Conference will be provided when details of the conferences are known. It appears most likely that local and state level conferences will be held within the near future and the Commission will concentrate on following those developments and wait on the national level conferences.

Historic Publications

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

Historic Homes/Buildings: Commission members Kelli Buscher and Sunny Hannum reported to the Commission that the Pierre (homes) and Ft. Pierre (homes and buildings) booklets are nearing completion and awaiting publication. Commission discussion included methods to identify the

homes/buildings and whether to use an alpha-numeric format to distinguish identifying buildings on the locator maps in the booklet. It was decided to use a uniform format throughout the booklets to collate the homes/buildings between the narrative and on the locator maps. Kelli Buscher will coordinate with the printer to complete this effort. Further discussion included putting a dated copyright notice in the booklets and the need to authorize expenditures for printing.

MOTION: Kelli Buscher moved, Kathy Aplan seconded that funds in the amount of \$2,000.00 be expended from Budget Category 432 as follows: \$1000.00 for the costs of printing the Pierre homes booklet and \$1,000.00 for the costs of printing the Ft. Pierre homes and buildings booklet. The Commission will have the opportunity to review a proof copy of the printed material prior to the printing run. The Motion passed.

Cedar Hills Cemetery: Chairperson Sunny Hannum reported that Ft. Pierre Mayor Hanson is awaiting the report from the archeologist team that recently visited the site to determine next steps to take in this effort.

Pierre Airport History: Chairperson Sunny Hannum reported that the Harold Schuler family have given permission to use Mr. Schuler's book on the history of Pierre to assist the Commission in the Pierre Airport effort.

New Business Touch Screen

Don Zeller will provide an update on the effort of the Commission having its own dedicated touch screen system placed at the Pierre Chamber of Commerce building.

Cedar Hill Cemetery Event - Ken Stewart

Ken Stewart, who is leading the Cedar Hill Cemetery effort is interested in developing and giving a presentation on its progress in the Pierre/Ft. Pierre communities. Further planning will take place once the report from the state archeologist team that recently visited the cemetery is received by Ft. Pierre Mayor Hanson.

Meeting Adjourned

Chairperson Sunny Hannum moved, Donna Leslie seconded that the meeting be adjourned. Meeting was adjourned at 12:58pm

NEXT MEETING DATE: November 18, 2020 at the Log Cabin in Ft. Pierre