

City of Neillsville
Historic Preservation Commission - Regular Meeting
Wednesday, March 15, 2023 at 6:00 p.m.
City Hall – 106 E Division St, Neillsville WI

Minutes

1. Meeting called to order at 6:01 pm by Chair Natalie Erpenbach
2. Roll Call – Present – Natalie Erpenbach, Dave Harnisch, Jeff Kluckhohn, and Nicole Keller. Not Present – Julie Simek, Barb Miller, Dan Clough. A quorum was deemed present.
3. Motion to approve the agenda made by Kluckhohn, second by Harnisch. Voice vote, all aye, motion carried.
4. Reviewed February 15, 2023, Historic Preservation Commission (HPC). Meeting Minutes. Motion by Keller and seconded by Kluckhohn to approve the Minutes as presented and file with the City Clerk. Voice vote, all aye, motion carried.
5. Citizen appearances – None.
6. Applications
 - a. HPC – Certificates of Appropriateness – None presented for review.
 - b. HPC – Certificates for Demolishing a Historic Structure – None presented for review.
 - c. HPC – Historic Property Improvement Grant Applications – None presented for review.
7. Old Business
 - a. Discussed HPC 2023 Action Plans:

Erpenbach handed out the updated list of listed historic properties and list of possible properties to nominate for at least the Local Registry of Historic Properties. Updates and corrections will be discussed at the next meeting.

Erpenbach noted that she is working with the 1897 Clark Co Jail Museum to develop the script for a “Founders” self-guided Cemetery Tours. Harnisch stated he will help with this project. Erpenbach will communicate with Reagan Barth at the City Cemetery to coordinate how this self-guided tour will be done.

Erpenbach completed the 2022 Annual Report to WI HPC and submitted it by due date.
 - b. Discussed certain listed historic properties that have completed exterior improvements without going through the HPC for prior approval. Will add process to communicate noncompliance of property owners to the April HPC Agenda for further discussion.

Discussed historic property owner inquires since the last meeting and status of certain listed properties in need of repair. No action taken.
 - c. Erpenbach will work with City staff to obtain website access to Commission Members for the WI Association of Historic Preservation Commissions website.
 - d. Noted that the HPC's request that Common Council allow unused annual budgeted lapsing funds
8. New Business
 - a. Reviewed fund balance(s) of HPC accounts (lapsing and non-lapsing)
 - Lapsing Fund balance as of 3-15-2023 \$ 1,460.00.
 - Non-lapsing Fund balance as of 3-15-2023 \$ 4,010.22.
 - b. No correspondence to report.
 - c. No invoices to be paid at this time.

Motion to Adjourn at 7:10 pm by Kluckhohn and seconded by Keller . Voice vote, all aye, motion carried.

Next Regularly Scheduled Meeting: Wednesday, April 19, 2023 – 6:00 pm at City Hall.