



**AGENDA**  
City of Milton  
Historic Preservation Commission  
Wednesday, October 6, 2021  
5:30 p.m.  
MILTON CITY HALL  
Council Chambers  
710 S. Janesville Street

*This meeting will be indoors and in-person at City Hall. It is recommended all attendees wear face masks or cloth face coverings.*

1. Call To Order
2. Approve Agenda
3. Approval Of Minutes - September 8, 2021

Documents:

[HISTORIC PRESERVATION COMMISSION MINUTES 09-08-2021.PDF](#)

4. Discussion And Possible Action On 2021 Work Plan

Documents:

[WORK PLAN 2021.PDF](#)

- a. *Discussion And Possible Action On Then & Now Video*
- b. *Discussion And Possible Action On Development Of Guided Tours Of Milton Historic Districts*
- c. *Discussion And Possible Action On Program Development For Indigenous Peoples' Day*
- d. *Discussion And Possible Action On Development Of Interpretive Signage Plan For The City Of Milton*
  - i. Discussion And Possible Action On Contracting With A Graphic Designer For Development Of The Interpretive Signs

5. Reports & Updates (The Following Items Will Not Have Any Action Taken)

- a. *Milton Historical Society / Milton House Museum*

6. General Items
7. Set Next Meeting Date
8. Motion To Adjourn

\*\*Please note that upon reasonable notice, at least 48 hours in advance, efforts will be made to accommodate the needs to disabled individuals through appropriate aids and services. For additional information to request this service, please contact the City Clerk's office at 868-6900, 710 S. Janesville Street, Milton, WI 53563.

Notice is hereby given that a majority of the Common Council may be present at this meeting at the above mentioned date and time to gather information about a subject over which they have decision-making responsibility. This constitutes a meeting of the City Council pursuant to State ex rel. Badke v. Greendale Village Bd., 173 Wis. 2d 553, 494 N.W. 2d 408 (1993) and must be noticed as such, although the City Council will not take any formal action at this meeting.

Posted by: Jenny Salvo, October 1, 2021

**City of Milton  
Historic Preservation Commission  
September 8, 2021**

**Call To Order**

Chairperson Ald. Ryan Holbrook called the September 8, 2021 meeting of the Historic Preservation Commission to order at 5:34 p.m.

Present: Ald. Ryan Holbrook, Harvey Smith, Kris McDaniel, Leah Kinmonth, and Terry Williamson.

Also Present: Keighton Klos and Administrative Services Director Inga Cushman.

**Approve Agenda**

Comm. Kinmonth motioned to approve the agenda. Comm. Smith seconded, and the motion carried.

**Approval Of Minutes - August 4, 2021**

Comm. Williamson motioned to approve the minutes. Comm. Kinmonth seconded, and the motion carried.

**Discussion And Possible Action On 2021 Work Plan**

**a. Discussion And Possible Action On Then & Now Video**

The commission discussed the video and decided to have a Milton House focus for the first one and then create additional themes for a series of videos.

**b. Discussion And Possible Action On Development Of Guided Tours Of Milton Historic Districts**

Comm. Williamson motioned to approve the proposal as presented with the expectation that each of three tours will be conducted at least once during the 2022 season and providing the suggestion to have the first tour coincide with Civil War Living History Days. Comm. Smith seconded, and the motion carried.

**c. Discussion And Possible Action On Program Development For Indigenous Peoples' Day**

The commission discussed having a variety of presentations in October 2022 in conjunction with the Milton Public Library. Director Cushman will start discussions about this idea with Library Director Ashlee Kunkel.

**d. Discussion And Possible Action On Development Of Interpretive Signage Plan For The City Of Milton**

Director Cushman provided an update.

**Discussion And Possible Action On 2021 Local History And Historic Preservation Conference (October 20-22, 2021)**

Comm. Kinmonth motioned to direct staff to sign up Comm. Smith for the conference. Comm. Williamson seconded, and the motion carried.

**Reports & Updates (The Following Items Will Not Have Any Action Taken)**

**a. Milton Historical Society / Milton House Museum**

K. Klos discussed a grant the Milton Historical Society received from Wisconsin Humanities. She also discussed current and upcoming events and fundraisers for the Milton Historical Society.

**General Items**

There were no general items.

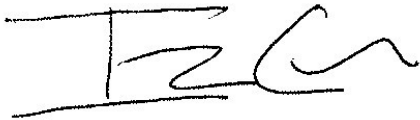
**Set Next Meeting Date**

The next meeting of the Historic Preservation Commission will be on October 6, 2021 at 5:30 p.m.

**Motion To Adjourn**

Comm. Kinmonth motioned to adjourn the September 8, 2021 meeting of the Historic Preservation Commission at 6:13 p.m. Comm. McDaniel seconded, and the motion carried.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'I. Cushman', written over a horizontal line.

Inga Cushman  
Administrative Services Director



# City of Milton

## Historic Preservation Commission

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### 2021 Work Plan

#### MISSION

The City of Milton Historic Preservation Commission will strive to protect properties in the City through local designation, to educate residents and property owners about the value of historic preservation, and to serve as a resource for education and development of historic properties in Milton.

#### PROJECT REVIEW

- Completed restoration work on the Goodrich plot at the Milton East Cemetery.

#### 2021 PLANNED PROJECTS AND ACTIVITIES

- Develop an interpretive signage plan for the City of Milton with the Parks & Recreation Commission.
- Assist the Library Board, library staff, and Parks & Recreation Commission on selecting books and historic information to possibly include in the design for Story Gardens.
- Recognize up to two people, projects, or programs for a Historic Preservation Award to be presented at the Community Recognition Picnic (date TBD).
- Develop program for Indigenous Peoples' Day that will focus on the early history of the Milton area, and explore a collaboration with the School District of Milton.
- Increase distribution of the 2016 Edition of the *Historic Milton, Wisconsin Tour Guide*.
- Hold guided tours of Milton's historic districts.
- Work with the Community Development Authority (CDA) on implementing historic preservation aspects of the Comprehensive Plan as needed.
- Create "Then & Now" video showcasing historic preservation projects and other changes that have happened throughout the community.
- Explore the creation of a traveling Milton history exhibit.

#### Previous Accomplishments:

- ✓ CLG status obtained (1999)
- ✓ Regular updates of the *Historic Milton, Wisconsin Tour Guide*
- ✓ Preserve America designation obtained (2011)
- ✓ Awarded Historic Preservation Fund Subgrant in 2012, 2013, and 2014.
- ✓ 2015 Historic Preservation Excellence Awards – Identification and Designation Honorable Mention Award from Wisconsin Association of Historic Preservation Commissions (WAHPC)
- ✓ Created three short videos focusing on the founding of Milton.

#### Milton Historic Preservation Commission Members:

Ald. Ryan Holbrook, Chairperson  
Leah Kinmonth  
Gail Nordlof  
Harvey Smith

Ald. Devin Elliott  
Julie Marquardt  
Lisa Perkins  
Dean Teuscher

Terry Williamson

Keighton Klos, Milton Historical Society