



**AGENDA**  
City of Milton  
Historic Preservation Commission  
Wednesday, November 3, 2021  
5:15 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 - October 6, 2021

Documents:

[HISTORIC PRESERVATION COMMISSION MINUTES 10-06-2021.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 29, 2021

**City of Milton  
Historic Preservation Commission  
October 6, 2021**

**Call To Order**

Chairperson Ald. Ryan Holbrook called the October 6, 2021 meeting of the Historic Preservation Commission to order at 5:32 p.m.

Present: Chairperson Ald. Ryan Holbrook, Leah Kinmonth, Harvey Smith, Julie Marquardt, Lisa Perkins, and Gail Nordlof.

**Approve Agenda**

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

**Approval Of Minutes - September 8, 2021**

Comm. Perkins motioned to approve the minutes. Comm. Marquardt seconded, and the motion carried.

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

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

Director Cushman provided an update on this project. The focus of the first video will be on the Milton House, then and now. This may develop into a series of videos with different locations/themes in Milton.

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

Director Cushman provided an update that the agreement with Rich Fletcher and Roam Around Tours is signed. The commission suggested having him attend the meeting in January.

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

The commission discussed possible speakers and presentations during a month long program in October 2022.

**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**

Comm. Marquardt approved sending out a Request for Qualifications for graphic design for the interpretive sign project. Comm. Smith seconded, and the motion carried.

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

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

Comm. Marquardt provided an update on the activities at the Milton Historical Society/Milton House Museum. Twilight Tours in September was successful. The Tomah Room at the Milton House Museum will be painted and updated. She also discussed tour schedule updates and the paranormal event in October. The Milton Historical Society also received a recovery grant from Wisconsin Humanities.

**General Items**

There were no general items.

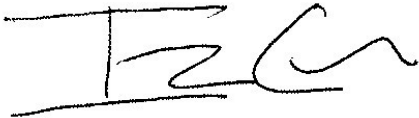
**Set Next Meeting Date**

The next meeting of the Historic Preservation Commission will be on November 3, 2021 at 5:15 p.m.

**Motion To Adjourn**

Comm. Smith motioned to adjourn the October 6, 2021 meeting of the Historic Preservation Commission at 6:02 p.m. Comm. Perkins seconded, and the motion carried.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'IC' followed by a stylized flourish.

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