



AGENDA
City of Milton
Historic Preservation Commission
Virtual Meeting
Wednesday, December 1, 2021
5:30 p.m.

PLEASE NOTE: In response to COVID-19, this meeting is being held virtually only. Members of the public may monitor this meeting at:
<https://us02web.zoom.us/j/82301526840?pwd=RUFYUzVhY2NTSzJZVnA1UWs3dEh0dz09>
Any person who is unable to access the meeting via the internet link may call 1(312) 626-6799 to monitor the meeting via telephone.

Meeting ID:823 0152 6840
Passcode: 595154

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

Documents:

[HISTORIC PRESERVATION COMMISSION MINUTES 11-3-2021.PDF](#)

4. Discussion And Possible Action On Contracting With A Graphic Designer For Development Of The Interpretive Signs
5. Discussion And Possible Action On Development Of A History Festival
6. Discussion And Possible Action On Work Plan For 2022

Documents:

[WORK PLAN 2021.PDF](#)

7. Reports & Updates (The Following Items Will Not Have Any Action Taken)
 - a. *Milton Historical Society / Milton House Museum*
8. General Items
9. Set Next Meeting Date
10. 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, November 24, 2021, at Hometown Ace Hardware, Piggly Wiggly, Milton City Hall

City of Milton
Historic Preservation Commission
November 3, 2021

Call To Order

Chairperson Ald. Ryan Holbrook called the November 3, 2021 meeting of the Historic Preservation Commission to order at 5:27 p.m.

Present: Chairperson Ald. Ryan Holbrook, Leah Kinmonth, Terry Williamson, Harvey Smith, Kris McDaniel, Julie Marquardt.

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

Approve Agenda

Comm. Williamson motioned to approve the agenda. Comm. McDaniel seconded, and the motion carried unanimously.

Approval Of Minutes - October 6, 2021

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

Discussion And Possible Action On 2021 Work Plan

a. Discussion And Possible Action On Then & Now Video

There was no update on this project. Director Cushman stated this project will not be completed until the spring.

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

Director Cushman stated she will ask Rich Fletcher who the commission is contracting with if he's available to attend a future meeting.

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

The commission discussed possible ideas for speakers or activities.

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

The commission discussed the responses from graphic designers to complete the work for the interpretive signs.

Comm. Williamson motioned to allow staff to work with three identified respondents and pay their hourly rate, up to one hour, on creating samples if the

respondents didn't provide a project sample similar to this project. Comm. Smith seconded, and the motion carried unanimously.

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

a. Milton Historical Society / Milton House Museum

K. Klos provided an update on Milton Historical Society/Milton House Museum activities.

General Items

Comm. Smith, K. Klos, and T. Williamson reported on the 2021 Local History & Historic Preservation Conference.

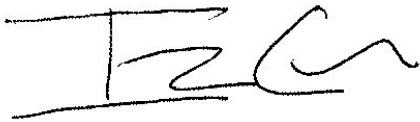
Set Next Meeting Date

The next meeting of the Historic Preservation Commission will be on December 1, 2021 at 5:15 p.m.

Motion To Adjourn

Comm. Williamson motioned to adjourn the November 3, 2021 meeting of the Historic Preservation Commission at approximately 6 p.m. Comm. McDaniel seconded, and the motion carried unanimously.

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

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
Terry Williamson

Ald. Devin Elliott
Julie Marquardt
Lisa Perkins
Dean Teuscher
Keighton Klos, Milton Historical Society