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## Pierre/Ft. Pierre Historic Preservation Commission

### February 2023 Minutes

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*February 21, 2023, meeting at the Log Cabin, Ft. Pierre, SD called to Order by Immediate Past President, Sunny Hannum at 12:15pm at President Don Zeller's request who attended the meeting by phone.*

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#### In Attendance

Commission Members: President Don Zeller (by phone), Secretary Robert Kean, Sunny Hannum, Alan Haarstad

City of Pierre Representative:

Guests:

Meeting working documents were referred to and reviewed including supplemental and additional financial information and correspondence from the City of Ft. Pierre regarding Van Metre Bridge.

Commission Members Volunteer Hours were recorded.

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#### Approval of Minutes

The January 2023 Revised Draft Commission Minutes were reviewed. There being no further additions or corrections, Alan Haarstad moved, Sunny Hannum seconded, that the PFPHPC January 2023 Minutes be approved and distributed as presented. MOTION PASSED

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#### Financial Planning Document Review

Commission Members reviewed the PFPHPC Financial Planning Document dated February 20, 2023, and accompanying materials provided to Commission Members prior to the meeting by Commission Treasurer Donna Leslie. Additional material provided prior to and with the Financial Planning Document included further detailed notes on the expenditure status of budget categories, time frame of a contract for services for domain hosting and status of tax exemption certification, budget impact regarding attendance at the State Historical Society Conference in April 2023, receipt of outstanding membership due statement invoices that will require action by the Commission, confirming membership payments to Oahe Chapel Preservation Society and Lewis & Clark Heritage Foundation, and, notification that the City of Pierre will use a different project grant code to designate activity utilizing SHPO grant funds until May 31, 2023.

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#### Old Business State & Tribal Grant Emails Review

Nothing to report currently.

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## SHPO Grant Due March 31, 2023

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The State Historic Preservation Office (SHPO) grant application is due by March 31, 2023. Elements of the grant application will continue to build on the many current activities of the Commission and allow for new initiatives and efforts as opportunities arise. Commission Member Sunny Hannum will directly assist President Don Zeller in the development and submittal of the grant application. Information on the grant award is expected in early June 2023.

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## Ft. Pierre Chouteau Bike Path

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Commission Member Robert Kean reported further contact with the City of Ft. Pierre Public Works Director to discuss the project. The painting of a bike path onto Ft. Pierre Chouteau Road from where the current bike path crosses the road to the Chouteau site remains on the city's project list. It remains anticipated that the work will be done during the spring season.

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## Bike Path and Van Metre Bridge Possible Grant Information

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Commission Member Sunny Hannum updated the Commission on information she received from the City of Ft. Pierre and ISG Inc., a design and engineering firm located in Sioux Falls, SD. ISG has prepared a detailed Scope of Services repair proposal to provide construction administrative and observation services to address deterioration issues with the existing Van Metre bridge along the bike trail in Ft. Pierre. The cost of repairs, along with other typical ancillary costs involved with this type of effort, including seeking funds to refurbish the bridge and updating signage are being explored by the Commission as it considers submitting a grant. The Commission will further discuss submitting a grant proposal at the Commission's March 2023 meeting.

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## **New Business** Lewis & Clark National Historic Trails Committee Report

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Commission Member Sunny Hannum reported that the Lewis & Clark National Historic Trails Committee has not held a meeting since her last report. She will update the Commission as warranted.

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## City of Pierre Report

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A report was not available.

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## PFPHPC Organization Membership Dues

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2023 Commission membership invoice statements have been received from the South Dakota State Historical Society and the Verendrye Museum that are currently due and owing. The membership dues for both organizations remained the same as last year.

MOTION: Alan Haarstad moved, Sunny Hannum seconded, that the following membership dues be expended from Budget Expense Category 410: South Dakota Historical Society, \$55.00; Verendrye Museum, Ft. Pierre, \$500.00.

ROLL CALL VOTE: Zeller, Aye; Hannum, Aye; Haarstad, Aye; Kean, Aye. MOTION PASSED.

Commission Members discussed attendance at the South Dakota State Historical Society annual conference to be held in Pierre in April 2023 and related costs involved.

MOTION: Alan Haarstad moved, Sunny Hannum seconded, that registration costs for up to four Commission Members at the early registration rate of \$135.00 to attend the South Dakota Historical Society conference in April 2023 be expended from Budget Expense Category 410.

ROLL CALL VOTE: Zeller, Aye; Hannum, Aye; Haarstad, Aye; Kean, Aye. MOTION PASSED.

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Other:

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1. SD Humanities Council Application:

Commission Member Sunny Hannum updated the Commission on the status of the Commission's application to the SD Humanities Council to access the benefits offered by its Speakers Bureau. Having membership will assist in defraying the costs of hosting Mr. Brad Tenant in June, 2023 at the Tales on the River event in Ft. Pierre. The application has been completed and submitted and an invoice for membership is to be sent. It is anticipated that the invoice in the amount of \$50.00 will be received in time to be acted upon at the Commission's March meeting.

2. PFPHPC – Ft. Pierre Maintenance Memorandum of Agreement:

Commission Member Sunny Hannum shared that she was contacted by the City of Ft. Pierre that the current Memorandum of Agreement between the Commission and the City of Ft. Pierre to maintain the Verendrye Memorial and Ft. Pierre Chouteau sites expires on May 1, 2023. A copy of the agreement will be provided to Commission members for review and further discussion at the Commission's March meeting.

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Meeting Adjourned

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The meeting was adjourned at 12:35pm.

NEXT MEETING DATE: Tuesday, March 21, 2023, at 12pm, noon at the Log Cabin, Ft. Pierre, SD.