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Pierre/Ft. Pierre Historic Preservation Commission

March 2021 Minutes

March 16, 2021 meeting held at the Log Cabin, Ft. Pierre, SD called to Order by President Hannum at 12:05pm.

In Attendance

President Sunny Hannum, Secretary Robert Kean, Deb Gates, Don Zeller, Donna Leslie, Kelli Buscher

Meeting working documents were distributed.

Volunteer hours were recorded.

Approval of Minutes

The February 16, 2021 Revised Draft Commission Minutes were reviewed and there being no further additions or corrections, Don Zeller moved, Deb Gates seconded that the Revised Draft Minutes be approved as presented. Motion passed.

Financial Planning Document Review

Commission Members reviewed the PFPHPC Financial Planning Document dated March 16, 2021 previously provided to the Commission Members by Commission Treasurer Kelly Waage. The document was accompanied by explanatory notes regarding relevant informational items and material mailed to the Commission including: South Dakota Department of Tourism Interstate Welcome Centers Publication Program information; change of business operations of the company formerly maintaining the Commission's website and domain name; and, SD State Historical Society Board of Trustees ballot for board positions. Commission documents discussion included: review of questions regarding the amounts of resources available to expend by category, clarification of a line item relating to the maintenance of historic sites, and, procedure to move resources among line items within budget categories in response to less travel resources expended this grant year for conferences due to Covid-19. Historically, amounts are allowed to be moved among line items within budget categories with permission from the funding source.

New Business: Approval of Invoices

The following Invoices were reviewed for approval:

Factor 360: \$444 (Domain Fees/Website Hosting)

Merriman Printing: \$1,000.00 (450 Pierre Historic Homes Booklets)

Merriman Printing: \$1,000.00 (400 Ft. Pierre Historic Homes and Buildings Booklets)

MOTION: Kelli Buscher moved, Donna Leslie seconded that the Commission approve the presented Invoices and expend their costs from Budget Expense Category 432. Motion approved.

Preservation Project Grant Application Report

President Hannum reported that the Preservation Project grant application (Budget Expense Category 432; SHPO/CLG) has been submitted. She noted that the budget line item for conferences in the grant application was less than in past years because the impact of Covid-19 on the majority of conferences. Conferences are being held virtually in 2021 at a greatly reduced cost to the Commission. As the national recovery continues, it is expected that this line item will not increase until the 2022 grant period.

Current Grant Deadline/Project Invoices

Commission Members discussed the pending grant deadline of May 31, 2021 for the current grant period and the need to be aware that all outstanding invoices need to be submitted and paid by May 31st.

Verendrye/Chouteau MOU with City of Ft. Pierre

Commission Members reviewed a proposed Memorandum of Agreement (MOU) between the City of Ft. Pierre, the South Dakota State Historic Preservation Office, and the Pierre/Ft. Pierre Historic Preservation Commission (HPC) to continue the maintenance of the Verendrye Monument Site and the Ft. Pierre Chouteau Site. The proposed MOU sets out in detail the purpose of the maintenance effort to preserve the historic sites, the maintenance details involved with each site, and, the parties responsible for fulfilling the actual maintenance tasks within the terms of the MOU. After discussion, the Commission, by consensus, agreed to continue its participation in the MOU according to the terms and conditions set out in the document. The Commission discussion noted that Section "E." of the MOU requires a "monitoring" function by HPC. It consists of monitoring "the conditions of both Sites on or about June 15, July 15, and August 15 to ensure the conditions of the agreement are being met" and reporting findings. Kelli Buscher and Robert Kean will conduct the Site visits on behalf of the Commission.

New Projects for 2021

Commission Members reflected on the many recent substantial projects undertaken by the Commission as a basis to look ahead at further opportunity to have an impactful presence in the Pierre/Ft. Pierre communities. It was noted that suggestions for potential Commission initiated and participatory activities can emerge from a multitude of sources in both communities including governmental entities, civic and social organizations, and, interested citizens. Commission Members agreed to the importance to be aware of the discussions and look for opportunities. For example, there are potential projects associated with the new bridge across the Missouri and current community discussions regarding placing statutes and developing building murals and cultural history panoramas. President Hannum will contact the Ft. Pierre Mayor regarding the Commission's interest in assisting with funding for the historic mural project currently being considered for the side of the Hop Scotch building in Fort Pierre.

Lewis & Clark National Historic Trail Site

President Hannum reported on efforts to add local historic sites of interest to a national website dedicated to Lewis and Clark. Located at: www.lewisandclark.travel, the site offers a wide variety of information, not only related to the Lewis and Clark trail itself, but also on items that may be of interest to persons visiting Lewis and Clark trail locations. Adding items requires a submittal process for review and acceptance by the national site. President Hannum has submitted the following historic sites that have been accepted and added to the site: Bad Humored Island, Log Cabin Museum & Visitor Center, Bad River Encounter, Black Buffalo's Camp Site Bad Humored Island, Verendrye Monument, and Fort Chouteau sites. She has submitted Deadwood Trail, Fort Pierre Depot Museum and Verendrye Museum but they have not yet been accepted. Additional sites being considered are Turtle Effigy and the Historic C&N Railroad Bridge. Sites have to be significant and visitor friendly to be approved.

Old Business: Aplan Resignation

President Hannum noted that with the resignation of Commission Member Aplan, a vacancy exists for an additional Member from the Pierre community in accordance with the joint Pierre/Ft. Pierre membership requirements.

2021 Conference Registrations

The SD State History Conference is scheduled for April 23-24. It will be held virtually this year and Commission Members were encouraged to sign up individually. Members were also encouraged to be alert for other reliable conference opportunities and to share the information with the Commission.

Historic Publications Report

Commission Member Kelli Buscher reported on her initial efforts to assemble information on historic buildings throughout Pierre to compile into a booklet similar to the buildings portion of the recent booklet done for Ft. Pierre. She asked for Commission Members for their input as to the expected style format, length of descriptions, amount of detail, preferred focus points, etc. The Commission consensus was to invite Kelli to use her best judgement since the Commission will have further opportunity to contribute as the project matures.

Brochure Distribution

Commission Members discussed and conducted an informal tabulation of the number of brochures the Commission had available for distribution in the Pierre/Ft. Pierre communities this spring. The brochures discussed included: Pierre/Ft. Pierre Driving Tour, Sansarc School, Lewis & Clark and, Pierre/Ft. Pierre Houses and Buildings. It was decided that the Pierre/Ft. Pierre Houses and Buildings will not be distributed in the same quantity as the others due to the limited number of booklets available. It was also noted that upon republishing, the rack card style format used in some of the brochures will need to be redone to make the brochure more visible in the display rack. The Commission by consensus decided to initially concentrate distribution to city chambers/Log Cabin, hotels/motels, and the Cultural Heritage Center. Commission Members Hannum and Zeller will direct this effort with the assistance of other Members.

Sign Completion/Installation

President Hannum reported that the bid on the restoration/installation of the Stockgrowers Bank sign for Ft. Pierre raises the question of whether the materials proposed being used for restoration will meet the anticipated extreme weather and elements exposure needs of the sign. Hannum will contact the company restoring the sign to ensure that the materials and coatings being used in the sign restoration will withstand its environment long term. It is anticipated that any changes may impact the final cost of the effort.

Other: Presentations

President Hannum discussed plans for the preparation and presentation of PFPHPC informational programs to the Pierre/Ft. Pierre City Commissions. Preparation includes review and updating of past presentations and informational power points. Commission Members will be invited to attend and join in the presentations. Because of uncertainty regarding multi-media availability and functioning, Commission Member Don Zeller will assist with the technology logistics.

Meeting Adjourned

Kelli Buscher moved, Donna Leslie seconded that the meeting be adjourned. The meeting adjourned at 12:55pm.

NEXT MEETING DATE: Tuesday, April 20, 2021 at the Log Cabin, Ft. Pierre, SD.