

**DEADWOOD HISTORIC PRESERVATION COMMISSION**

**Wednesday, September 28, 2011 ~ 5:00 p.m.**

City Hall, 108 Sherman Street, Deadwood, South Dakota

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1. Call meeting to Order– Chair Ronda Feterl
2. Approval of Minutes
3. Voucher Approval
4. Old or General Business
  - a. AM&H Update – Mary Kopco
  - b. Memorandum of Understanding – 350 Williams Street – Retaining Wall
5. New Matters before the Deadwood Historic District Commission
6. New Matters before the Deadwood Historic Preservation Commission
  - a. Case# 11044 – 890 Main Street – Storm Door – Douglas J Jacobson
  - b. Case# 11045 – 512 Williams Street – Siding, Doors, General Maintenance – Tim Davis
  - c. Baggage Room Display Case – Historic Preservation Office
  - d. St. Ambrose Cemetery Restoration Project – Design Services – Historic Preservation Office
  - e. Barns of Lawrence County – Spearfish Historical Society/Leo Orme – G.R.A.P.E. Committee
  - f. Policy Guidelines – Not-For-Profit Grant – Historic Preservation Office
  - g. Not-For-Profit Grant Request – Heating Updates – Masonic Center Association
  - h. Distinguished Service Award – South Dakota Humanities Council
  - i. Update – G.R.A.P.E. Committee report
7. Revolving Loan Fund/Retaining Wall Program Update
  - a. Retaining Wall Applications
  - b. Revolving loan Program/Disbursements
    - i. 23 Emery – Siding – Melody Lawson
  - c. Retaining Wall Program/Disbursements
    - i. 66 Taylor – Retaining Wall – Mike & Diane Hall
    - ii. Retaining Wall Program – NeighborWorks
8. Items from Citizens not on agenda (*Items will be considered but no action will be taken at this time.*)
9. Staff Report (*Items will be considered but no action will be taken at this time.*)
10. Committee Reports (*Items will be considered but no action will be taken at this time.*)
11. Other business
12. Adjournment

**CITY OF DEADWOOD**

**HISTORIC PRESERVATION COMMISSION**

**Wednesday, September 28, 2011**

**Present Historic Preservation Commission:** Matt Pike, Laura Floyd, Ronda Feterl, Steve Olson, and Willie Steinlicht. Historic Preservation Officer Kevin Kuchenbecker was also present.

**Absent Historic Preservation Commission:** George Milos, and Mike Olsen.

**Present Deadwood City Commission:** Mayor Francis Toscana and Commissioner Jim Van Den Eykel.

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**All motions passed unanimously unless otherwise stated.**

A quorum being present, Historic Preservation Commission Chair, Ronda Feterl called the Deadwood Historic Preservation Commission meeting to order on Wednesday, September 28, 2011 at 5:00 p.m. in Deadwood City Hall located at 108 Sherman Street, Deadwood, SD.

**Approval of Minutes**

*It was moved by Mr. S. Olson and seconded by Mr. Steinlicht to approve the minutes of September 14, 2011. Aye – Floyd, Feterl, S. Olson, and Steinlicht. Abstain – Pike. Motion carried.*

**Voucher Approval**

Operating Account:

*It was moved by Mr. Steinlicht and seconded by Mr. Pike to approve the HP Operating Account in the amount of \$30,766.11. Aye – All. Motion carried.*

**OLD OR GENERAL BUSINESS**

**AM&H Update – Mary Kopco**

Ms. Mary Kopco, Director of the AM&H, Inc., was present to give an update on the Adams Museum and House, Inc.. She provided information on the number of events put on by and publications put out by the organization; questions answered by and visitors to the organization over the course of 2011. She noted the Museum was currently transitioning into their fall hours and would be changing over to winter hours at the end of October. She stated for this year only the Adams House would be closed for the winter of 2011-2012. Ms. Kopco explained this closure would give the House staff time to deep clean, perform bug control measures, and do security updates. She also noted two employees were leaving the AM&H, Inc., but assured the Commission these jobs would be covered by existing employees. Ms. Kopco also thanked the Commission for their continued financial support. Ms. Hayley Chambers, Adams House Curator, was also present. Mr. Pike, on behalf of the Commission, thanked Ms. Kopco for keeping the Commission up to date and for promoting the proper stewardship of the Adams House. Mr. Kuchenbecker thanked Ms. Kopco for her partnership with the City and for all of her hard work.

**Memorandum of Understanding – 350 Williams Street – Retaining Wall**

Mr. Kuchenbecker explained Mr. Jason Campbell, City of Deadwood Attorney, had reviewed the memorandum of understanding for 350 Williams and noted he did make a modification in line 6 of the first paragraph. (The Memorandum is attached hereto on Exhibit A and incorporated herein by this reference). *It was moved by Ms. Floyd and seconded by Mr. Pike to approve the Memorandum of Understanding for 350 Williams Street, James and Donna Fletcher, as presented. Aye – All. Motion carried.*

**NEW MATTERS BEFORE THE DEADWOOD HISTORIC PRESERVATION COMMISSION**

**Case# 11044 – 890 Main Street – Storm Door – Douglas J Jacobson**

Mr. Kuchenbecker reviewed the application for Project Approval for the installation of a wood storm door on 890 Main Street. (The Staff Report is attached hereto on Exhibit B and incorporated herein by this reference). *It was moved by Mr. Steinlicht and seconded by Mr. S. Olson based upon all the evidence presented, the finding was that this project DOES NOT encroach upon, damage, or destroy any historic property included in the national register of historic places or the state register of historic places, and therefore moved to grant project approval.* Mr. S. Olson asked if the applicant would be eligible for the Special Needs Wood Windows/Doors Program. Mr. Kuchenbecker stated he would be; however, he had not applied. Mr. Kuchenbecker stated he would include information on the Special Needs program in his staff letter. *Aye – All. Motion carried.*

**Case# 11045 – 512 Williams Street – Siding, Doors, General Maintenance – Tim Davis**

Mr. Kuchenbecker reviewed the application for Project Approval for residing the residence using fiberboard siding, replacement of doors, repair of window sills, painting and other general maintenance for 512 Williams Street. (The Staff Report is attached hereto on Exhibit C and incorporated herein by this reference). *It was moved by Ms. Floyd and seconded by Mr. Pike based upon all the evidence presented, the finding was that this project DOES NOT encroach upon, damage, or destroy any historic property included in the national register of historic places or the state register of historic places, and therefore moved to grant project approval.* Mr. S. Olson asked if the siding would be fiberboard or cement siding. Mr. Kuchenbecker stated while it would not make a difference in his analysis, it would be fiberboard siding. He stated he had mistakenly inserted cement in the staff report, but the siding would be fiberboard. *Aye – All. Motion carried.*

**Baggage Room Display Case – Historic Preservation Office**

Mr. Kuchenbecker stated the Historic Preservation office was seeking permission to hire Dragoo Cabinets to build a display case for the Baggage Room of the Interpretive Center at 3 Siever Street. He explained the Baggage Room is being converted from a storage room into a railroad interpretive center. He noted the proposed case would exhibit three-dimensional railroad related objects from the City's collections. Mr. Kuchenbecker stated the cost for the case would not exceed \$3,100 and would come from the public education line item. Mr. Pike asked if the motion would be a recommendation to the City Commission. Mr. Kuchenbecker stated it would be. *It was moved by Mr. Pike and seconded by Ms. Floyd to recommend to the City Commission approval of the hiring of Dragoo Cabinets and the expenditure of no more than \$3,100 from the public education line item for the production of a display case for the Baggage Room located a 3 Siever Street. Aye – All. Motion carried.*

**St. Ambrose Cemetery Restoration Project – Design Services – Historic Preservation Office**

Mr. Kuchenbecker stated in 2003 the City of Deadwood took over ownership and stewardship of the St. Ambrose Cemetery, which had been previously owned by St. Ambrose Catholic Church. He noted the Cemetery had been used since 1880 and is believed to include more than 600 internments, approximately 250 of

these recorded. Mr. Kuchenbecker stated in 2009, the City completed a Preservation Master Plan for the Cemetery in order to determine how to approach the repair of the failing condition of the Cemetery. He explained in July of 2011 the Historic Preservation Office had met with Kadrmas Lee & Jackson who subsequently identified key restoration elements, assembled a team, and submitted a plan for preservation work. He explained the Historic Preservation Office was seeking a recommendation to the City Commission for the expenditure of \$160,987 to cover Tasks 1-4 and 6 as outlined in Exhibit D (attached hereto and incorporated herein by this reference). Mr. Kuchenbecker further noted this office is requesting a recommendation for the expenditure of \$39,900 for determination of possible graves in the original part of the Cemetery outside of the current fence. He explained the findings from this archaeological examination would help determine if parking could be established in this location. ***It was moved by Mr. Steinlicht and seconded by Mr. Pike to recommend to the City Commission approval of expenditure of \$160,987 for necessary design services for restoration work at St. Ambrose Cemetery, plus the an additional \$39,900 for determination of possible graves in the original part of the Cemetery outside of the current fence.*** Mr. Pike questioned when actual restoration work would commence. Mr. Kuchenbecker stated this expenditure would take the project to the bidding process, next spring, with work commencing the summer of 2012. Mr. Steinlicht stated he is concerned that there will not be enough bonded money to complete the project. Mr. Kuchenbecker stated the Mayor had put together a taskforce to work on securing future bonded funds; however, Ms. Mary Jo Nelson, Finance Officer, had recommended the expenditure of the existing bonded funds prior to securing future bonded funds. Therefore, the existing expenditure was needed to push the project forward and get to bidding at which time future bonded funds would hopefully be in place to cover the costs associated with restoration. ***Aye – All. Motion carried.***

#### **Barns of Lawrence County – Spearfish Historical Society/Leo Orme – G.R.A.P.E. Committee**

Mr. Kuchenbecker explained Mr. Leo Orme had partnered with the Spearfish Historical Society to put together a publication in the form of a book featuring historic barns of Lawrence County. He further noted the Spearfish Historical Society would act as fiscal agent and receive a portion of the revenue for the publication. Mr. Kuchenbecker stated the request had been favorably reviewed by the G.R.A.P.E. Committee who had recommended funding in an amount not to exceed \$5,000 for the publication to the Spearfish Historical Society. He noted the Deadwood Historic Preservation Commission would receive recognition in the publication. ***It was moved by Mr. Pike and seconded by Mr. Steinlicht to recommend to the Deadwood City Commission approval of the expenditure of up to \$5,000, from the Public Education line item, for publication of a book featuring Barns of Lawrence County to the Spearfish Historical Society.*** ***Aye – All. Motion carried.***

#### **Policy Guidelines – Not-For-Profit-Grant – Historic Preservation Office**

Mr. Kuchenbecker stated after the restructuring of the Not-for-Profit grant program in 2011, it became apparent certain changes should be made to the program's policy guidelines to better serve eligible applicants. Mr. Kuchenbecker stated the proposed changes included elimination of an application deadline and the elimination of matching fund requirements. ***It was moved Mr. Steinlicht and seconded by Ms. Floyd to amend the policy guidelines for the Not-for-Profit Grant program to include the elimination of an application deadline and matching requirements as presented.*** ***Aye – All. Motion carried.***

#### **Not-For-Profit-Grant Request – Deadwood Masonic Center Association**

Mr. Pike disclosed he is a member of the organizations that meet at the Masonic Center; however, he is not a member of the Masonic Center Association or its board, and is not an employee of the Masonic Center Association.

Mr. Steinlicht recused himself and stepped down from the Commission Meeting.

Mr. Kuchenbecker explained the Deadwood Masonic Center is requesting a Not-for-Profit grant for costs associated with supplemental heating in the Masonic Center. He stated the associated costs would help the Masonic Association make upgrades to the heating system which will save the organization money in the long run. Mr. Kuchenbecker stated the request had been favorably reviewed by the G.R.A.P.E. Committee. *It was moved by Mr. S. Olson and seconded by Ms. Floyd to recommend to the City Commission approval of a Not-for-Profit grant to the Masonic Center Association in the amount of \$10,443.22 for supplemental heating. Aye – Pike, Floyd, Feterl, and S. Olson. Motion carried.*

Mr. Steinlicht resumed his seat at the Historic Preservation Commission Meeting.

**Distinguished Service Award – South Dakota Humanities Council**

Mr. Kuchenbecker stated on October 8, 2011 the City of Deadwood and the Deadwood Historic Preservation Commission would receive a Distinguished Service in the Humanities award from the South Dakota Humanities Council. He noted the award will be presented at 7:30 p.m. at the Deadwood Mountain Grand during the South Dakota Festival of Books. Mr. Kuchenbecker stated this honor is presented to individuals/organizations for their unique spirit of service and lasting contributions to the humanities. Ms. Feterl and Mr. Pike stated they would be able to attend the award ceremony.

**Update – G.R.A.P.E. Committee Report**

Mr. Kuchenbecker noted the Committee report from the G.R.A.P.E. Committee. (Attached hereto on Exhibit E and incorporated herein by this reference).

**REVOLVING LOAN FUND/RETAINING WALL PROGRAM UPDATE:**

**HP Revolving Loan Fund Disbursements:**

*It was moved by Mr. Steinlicht and seconded by Mr. Pike to approve the HP Revolving Loan Disbursement in the amount of \$58.00. Aye – All. Motion carried.*

**Retaining Wall Disbursement:**

*It was moved by Ms. Floyd and seconded by Mr. Pike to approve the HP Retaining Wall disbursement in the amount of \$53,600. Aye – All. Motion carried.*

**23 Emery – Siding – Melody Lawson**

*It was moved by Mr. S. Olson and seconded by Mr. Steinlicht to approve the loan to Melody Lawson, 23 Emery Street, as presented. Aye – All. Motion carried.* (The NeighborWorks report is attached hereto on Exhibit F and incorporated herein by this reference.)

**66 Taylor – Retaining Wall – Mike & Diane Hall**

*It was moved by Mr. Pike and seconded by Ms. Floyd to approve the loan to Mike and Diane Hall, 66 Taylor, as presented. Aye – All. Motion Carried.* (The NeighborWorks report is attached hereto on Exhibit F and incorporated herein by this reference.)

**Financial and Delinquency Report:**

Mr. Josh Christiansen reviewed the financial and delinquency report.

**Proposed Changes to the Retaining Wall Program – NeighborWorks**

Mr. Christiansen stated the Loan Committee and NeighborWorks are recommending some policy changes to the recapture clause of the Retaining Wall program. Mr. Kuchenbecker explained Mr. Jason Campbell had requested a chance to look over the proposal prior to approval. *It was moved by Mr. Pike and seconded by Mr. Steinlicht to continue the proposal until October 12, 2011. Aye – All. Motion carried.*

**ITEMS FROM CITIZENS NOT ON THE AGENDA**

Mayor Toscana stated the Deadwood City Commission had approved refunding of the Historic Preservation Bonds which will save the city a little over \$300,000 between the years of 2012-2019. He explained this will mean another \$50,000 will be available for allocation to programs. Mayor Toscana warned this does not take into account future bonding.

Mayor Toscana publicly acknowledged the passing of Mr. Robert Karolevitz and expressed his gratitude to Mr. Karolevitz for his friendship to Deadwood.

**STAFF REPORT**

Mr. Kuchenbecker reported on the following items:

- TDG provided the Chamber a report regarding the recent project using QR codes for information on historic buildings. (Report included in the packets.)
- The PowerPoint presentation for the budget presentation to the State was also included in the packet.
- Mr. Jason Campbell, City attorney, would be back fulltime starting in October and would commence attendance at HPC Meetings.
- Progress continues with construction of the Days of '76 Museum
- An upcoming Preservation Thursday will be held on October 6, 2011 at the HARCC.
- The City received a letter from Ms. Kathryn Lyons expressing concerns on the Pineview Building's progress. Work at the Pineview Building appears to be progressing in a timely manner with repairs to the roof, masonry and new wooden windows. A message to Ms. Lyons on the status of the project was left.
- The Budget Committee will need to meet soon regarding a supplemental budget.
- There are seven retaining walls currently under construction.
- Mr. Mike Runge was very busy in the Archives with a variety of projects.
- He is working with the Chamber's Christmas Committee to develop plans to decorate Deadwood for the Deadwood Mountain Grand's Christmas Special which will air on Great American County.

**COMMITTEE REPORTS:**

Mr. Pike apologized for missing the last loan Committee.

Mr. Pike informed the Commission that at the last Chamber of Commerce Meeting, a motion passed to begin a discussion with the City Commission for the possible repeal of a current DCO regarding a prohibition for shuttle buses' movement within the City. Mr. Pike stated he is concerned with the Trolley and its support. He noted it also seemed inane as business owners/ representatives at the meeting had stated that they will not change how they operate even if the DCO is repealed.

Mr. Steinlicht apologized for missing the Loan Committee meeting.

HPC Meeting  
Wednesday, September 28, 2011

**ADJOURNMENT:**

Ms. Feterl adjourned the September 28, 2011 Historic Preservation Commission meeting at 6:05 p.m.

ATTEST:

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Ronda Feterl  
Chairman, Historic Preservation Commission  
Virginia Peterson, Recording Secretary