

Historic Preservation Agenda
September 14, 2026
Reedsburg City Hall Council Chambers
4:30 PM

NOTICE IS HEREBY GIVEN THAT A MAJORITY OF THE MEMBERS OF THE COMMON COUNCIL MAY ATTEND THIS MEETING TO GATHER INFORMATION ABOUT A SUBJECT OVER WHICH THE COMMON COUNCIL HAS DECISION-MAKING AUTHORITY. IF A QUORUM OF THE COMMON COUNCIL ATTENDS THIS MEETING, NO ACTION WILL BE TAKEN BY THE COMMON COUNCIL AT THIS MEETING.

CALL TO ORDER

APPROVAL OF MINUTES

I. APPROVE MINUTES FOR THE MEETING HELD ON AUGUST 10, 2026:

THE COMMITTEE WILL RECEIVE INFORMATION ON NON-AGENDA TOPICS BROUGHT BEFORE THE COMMITTEE BY MEMBERS OF THE PUBLIC. THE COMMITTEE WILL NOT DISCUSS THESE TOPICS, AND WILL NOT TAKE ACTION ON ANY OF THEM AT THIS MEETING

I. GENERAL BUSINESS:

- A. Consider dates for Mackey Park and Merv Jaech Bridge signs introduction
- B. Discuss account for donated funds
- C. Discuss donation and acceptance procedure & forms
- D. Discuss 450 E Main St building
- E. Discuss 2027 grant application and budget – future workshops

II. ADJOURN:



The City of Reedsburg does not discriminate on the basis of disability in the admissions or access to, or treatment of or employment in, its programs or activities. Disability-related aids or services, including printed information in alternate formats, to enable persons with disabilities to participate in public meetings and programs are available by calling (608) 524-6404. To be able to meet the needs of a request for a different format contact the City Clerk-Treasurer at 134 S. Locust Street, Reedsburg, WI at least 48 hours prior to the commencement of the meeting so that any necessary arrangements can be made to accommodate each request.



HISTORIC PRESERVATION COMMISSION MINUTES

Reedsburg, WI
August 10, 2026

Alder Aaron Bauer called the meeting of the Historic Preservation Commission to order at 4:30 PM in Reedsburg Rec Center.

Present: Joan Martin, Nancy Manion, Jan Aslaksen, Stephanie Hasler

Absent: Jeff Seering

Staff: Brian Duvalle

Approval of Minutes

Motion by Hasler, seconded by Manion to approve the 7/13/26 minutes.

Motion approved

Discuss 2027 grant application and budget

Discussion was held on proposing 4-6 different workshops, such as 1) documents, 2) photos, 3) hard goods, 4) furniture, 5) fabrics, and 6) toys. Discussion was held on how many workshops to hold per evening. Discussion was held on grant money for the instructor and supplies.

Lee Gnatzig introduced a 'Reedsburg Time Machine' proposal for the HPC website. Discussion was also held on an Agnes Moorehead film festival. The workshops could be used to create a buzz for the future museum, whereas the time machine would be a bigger undertaking. It could be broken down into smaller grants. The film festival should wait until the theater opens.

Motion by Hasler, seconded by Aslaksen to approve the CLG Grant Letter of Intent for 4-6 workshops.

Motion approved (3-2; Martin, Manion)

Discuss donation form

Discuss donation and acceptance procedure

Discussion was held on adding more descriptors to the forms, such as where acquired, condition, time period, and ownership. Discussion held on temporary vs permanent donation. Donations would be decided one way or another after a 60-day review period by the HPC.

Motion by Aslaksen, seconded by Hasler to adjourn at 5:30 PM.

Motion approved

Respectfully submitted,
Brian Duvalle, Planner/Building Inspector

Temporary Custody Receipt

Reedsburg Historic Preservation Commission
City of Reedsburg, 134 S Locust St, Reedsburg, WI 53959

This is to acknowledge the receipt of the items listed below by the Reedsburg Historic Preservation Commission.

Name: _____ Date: _____

City/State/Zip: _____

Phone: _____ Email: _____

The items listed below are left in the custody of the Reedsburg Historic Commission to be considered as:

_____ An unconditional donation. The Reedsburg Historic Preservation Commission reserves the right to keep, lend, or otherwise dispose of the donated item(s).

_____ To be considered for acquisition.

_____ For other. Please Specify: _____

Disposition if not accepted for donation:

_____ Please dispose of or destroy

_____ Source will pick up

If the rightful owner does not pick up the object(s) within 60 days of being notified, ownership of said object(s) shall automatically transfer to the Reedsburg Historic Preservation Commission. It is the responsibility of the depositor to inform the Reedsburg Historic Preservation Commission in writing of change of address and/or ownership during the duration of the deposit.

Items and Descriptions: (Print legibly and include as applicable:)

Description: _____

Where acquired: _____

Condition: _____

Time period: _____

Ownership: _____

If the Reedsburg Historic Preservation Commission decides to accept any/all of your deposited items, a Deed of Gift listing the items accepted into the collection shall be forwarded to you for your signature. Accepted items are an outright, permanent donation and given unconditionally to the Reedsburg Historic Preservation Commission to be used at the discretion of the organization. If you do not sign and return the Deed of Gift within sixty (60) days of receipt of said form, the accepted items will automatically become an unrestricted donation to the Reedsburg Historic Preservation Commission.

The Reedsburg Historic Preservation Commission shall give all items in its custody the same care as those belonging to the Reedsburg Historic Preservation Commission. The organization does not assume responsibility in case of loss or damage by theft, fire, or otherwise. The Reedsburg Historic Preservation Commission does not provide additional insurance for temporarily deposited items.

Depositor's Signature: _____ Date: _____

Reedsburg Historic Preservation Commission Representative: _____

Title: _____ Date: _____

Picked up by: _____ Date: _____

Deed of Gift

I, the DONOR, hereby irrevocably and unconditionally convey, donate, transfer, and deliver to the Reedsburg Historic Preservation Commission all rights, titles, and interests, including any applicable copyrights, in and to the item(s) listed below. I affirm that I am the lawful owner of the item(s) described below and have full authority to make this gift. It is mutually understood and agreed that the Reedsburg Historic Preservation Commission will in turn ensure the opportunity for the preservation and public use of the material. I acknowledge that the Reedsburg Historic Preservation Commission will have full authority and discretion in the event that it is deemed appropriate to dispose of or transfer the gifted items(s) for whatever reason, pursuant to their collection policies. I acknowledge that the Reedsburg Historic Preservation Commission is released from the responsibility of contacting me or my heirs prior to making such arrangements.

Donor Information (Print legibly)

Donor Name: _____

Phone Number: _____

Mailing Address: _____

Items and Descriptions: (Print legibly and include as applicable:)

Description: _____

Where acquired: _____

Condition: _____

Time period: _____

Ownership: _____

Donor Signature: _____

Phone Number /
email: _____ email: _____

Employee Use Only – (Print legibly)	Reedsburg Historic Preservation Commission acknowledges receipt of the donated object(s).
Receiving Representative (Name & Title):	
Date:	