

City of Neillsville
Historic Preservation Commission
Regular Meeting

Wednesday, April 15, 2026 at 6:00 pm.
City Hall – 106 W Division St, Neillsville WI

MINUTES

1. Meeting Called to Order by Chair Natalie Erpenbach at 6:00 pm.
2. On Roll Call: Ashley Bryan, Dan Clough, Natalie Erpenbach, Nicole Keller, Jeff Kluckhohn, and Barb Miller. Not present Dawn Voss. Quorum deemed present.
3. Motion to approve the agenda was made by Kluckhohn and seconded by Miller. Voice vote, all aye, motion carried.
4. A Motion to approve March 18, 2026, HPC Meeting minutes were made by Clough and seconded by Keller. Voice vote, all aye, motion carried.
5. Citizen appearances – None

6. Applications:

There were no Applications (COA, COD or Grant) to consider. No action taken.

7. Old Business:

- a. Discussion the QR Codes and the HPC website / self-guided cemetery tours. Erpenbach had talked to and seen a demo from STQRY.com. The website was previously presented. Erpenbach reported that \$1,500 was awarded to HPC by the Tourism Commission for City Room tax.

Motion by Miller and second by Bryan to authorize Erpenbach to enter into a one-year STQRY.com contract for the City historic home and City Cemetery self-guided walking tour on-line / QRCode / GIS system program in the amount of approximately \$1800. Voice vote, all aye, motion carried.
- b. Erpenbach discussed Annual Report to State Historic Preservation Officer (SHPO) at Wisconsin Historical Society (WHS). Erpenbach will communicate with SHPO contact Jason Tish.

Erpenbach reviewed our Certified Local Government (CLG) information from the National Park Service website. Address is not current. Will update contact information after May 1, 2026, to new address and to then current City Clerk.
- c. Erpenbach reported that she had submitted a Room Tax Application for \$3800. The Tourism commission awarded the HPC \$1,500.00.
- d. Erpenbach provided everyone with a list of current Federal / State known Historic properties. Kluckhohn will verify if each site has a historical marker and is visible.

8. New Business:

a. City Clerk-Treasurer Rex Roehl had provided the current fund balances as of today.

i. Prior year fundraising funds	\$4,255.22
ii. Prior year non-lapsing funds	<u>2,897.62</u>
Balance carried over 12-31-2025	\$7,152.84
iii. Plus 2026 Budget	1,500.00
iv. Less 2026 expenses paid	<u>(245.35)</u>
Balance available 4-15-2026	<u>\$8,407.49</u>

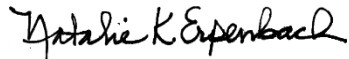
Additionally, eligible expenses of \$1,500 are reimbursable from Room Tax Grant and HPC Grant #2025-1 in the amount of \$500.00 is still payable.

b. Erpenbach presented WI Assoc of Historic Preservation Commissions Membership renewal form – cost \$20. Motion by Clough and second by Keller to pay the \$20 annual membership fee. Voice vote, all aye, motion carried.

c. No other New business was discussed

9. A motion was made by Kluckhohn and seconded by Clough to adjourn at 6:35pm. Voice vote, all aye, motion carried.

Next meeting of HPC is scheduled for May 20, 2026, at 6 pm.



Natalie K Erpenbach, Commission Chair