

I. CALL TO ORDER –

A regular meeting of the Historic Preservation Commission was held in the City Council Chambers at the City Hall on Monday, January 22, 2018, commencing at 6:30 p.m. Chair Kotelnicki called the meeting to order.

A. ROLL CALL:

Commissioner (Chair)	Darlene Kotelnicki	Present
Commissioner	Kevin Hovey	Present
Commissioner	Frank Koch	Present left 8:45
Commissioner (Plan. Comm. Rep)	Mike Flaata	Present
Commissioner	Sid Willson	Present
Commissioner	Kateri Kormann	Absent
Commissioner	Dave Welker	Absent

B. ANNOUNCEMENTS OF ADDITIONAL ITEMS: None.

II. MINUTES TO APPROVE –

A. Historic Preservation Meeting - November 27, 2017 & December 18, 2017
MOTION: To approve as submitted (Flaata/Hovey/Passed unanimously)

III. PUBLIC HEARING – None

IV. OLD BUSINESS –

A. GOAL UPDATE - Goals were included in the packet, no changes. It was decided we would review progress monthly.

B. RECOGNITION PROGRAM – We decided to discuss this in March so it can be completed and awarded by May.

C. CEMETERY TOURS 2018 AND 2019 – Betty Allen reported the cemetery committee is interested in another co-sponsored cemetery tour. In light of the 2019 150th Celebration, the cemetery committee will look at who should be done that year and then select the 2018 individuals.

D. EXTENSION 130 North Sibley Ave. - The request was reviewed and met criteria for staff review. MOTION: No action on this request (Flaata/Kock/Passed unanimously).

V. NEW BUSINESS –

- A. ANNUAL SYNOPSIS – Mike requested we do a one page synopsis about what we have done and downtown progress for the City Council and Planning Commission. A draft will be include in the February agenda.
- B. ANNUAL CALENDAR - Attached to agenda
- C. REQUEST FOR BUDGET AND GOALS - Initial discussions about identifying line items for the budget. City staff will then determine amounts and this will be sent to the council as part of the budget process. Discussion about goals included the use of non-local funds to stabilize buildings. On street parking for individuals in apartments. This was referred to the planning commission since the HPC does not deal with parking issues.
- D. REQUEST FOR MONTHLY NEWSPAPER COLUMN - The HPC discussed this related to time commitment, topics, networking with the Meeker County Historical Society. We will put this on the February agenda and get opinions from who are missing, we will ask the MCHS to do the February article.
- E. CERTIFIED LOCAL GOVERNMENT GRANT - The pre-application for the CLG Grant is due 1/25/18. The Litchfield City Council passed \$5,700 in matching funds contingent on HPC approval. Discussion followed; Frank Kock left at 8:45. A quorum was recognized. MOTION: To apply for a public education CLG Grant (Kevin/Sid/ Roll vote: Hovey, yes; Sid Willson, yes; Mike Flaata, no; Darlene Kotelnicki, yes motion passed)

VI. REPORTS –

- A. MEEKER COUNTY HISTORICAL SOCIETY
- B. MN HISTORICAL SOCIETY

VII. ANNOUNCEMENTS –

- A. Next meeting will be Monday, February 26, 2018 at 6:30 p.m .in City Hall

VIII. ADJOURNMENT – Chair Kotelnicki adjourned the meeting at 9 p.m.

DARLENE KOTELNICKI
CHAIRPERSON