

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 28, 2019, commencing at 6:30 p.m. Chair Kotelnicki called the meeting to order.

A. ROLL CALL:

Commissioner (Chair)	Darlene Kotelnicki	Present
Commissioner	Dave Welker	Present
Commissioner	Frank Koch	Present
Commissioner (Plan. Comm. Rep)	Mike Flaata	Present
Commissioner	Sid Willson (MCHS)	Present
Commissioner	Kateri Kormann	Present
Commissioner	Kevin Hovey	Present
Non-voting member	Bill Hicks	Present

B. ANNOUNCEMENTS OF ADDITIONAL ITEMS: Old Business E. Historic Home Tour

II. MINUTES TO APPROVE –

A. Historic Preservation Meeting - November 26, 2018 Approve as submitted (MOTION: Mike/Sid/Passed unanimously).

III. PUBLIC HEARING – None

IV. OLD BUSINESS –

A. PINT SERIES – Discussion about having two classes for downtown property owners. One in February on Feb. 11 at Kevin's place with speakers being Tim Cook and real estate agents. The second one on March 11 at Frank's with the speakers being Jim Tews and Rod Van Ort. These will follow the Litchfield Downtown Council Inc. meeting. Kateri pointed out that people are starting to work and plan projects in April.

B. PARADE OF COAs - After discussion, it was decided that this will be open to the public and offered in May. Kateri suggested we invite the council. We will go back two years and include the Litchfield Opera House and GAR Hall. Darlene will include a list of the COAs with the February agenda.

C. LETTER TO PROPERTY OWNERS - These have been mailed.

D. LETTER TO NEW PROPERTY OWNERS - The sample was reviewed and changes made. Letter was approved with stated changes (MOTION: Kateri/Frank/passed unanimously).

- E. CLG GRANT - Darlene reviewed that Dan Hoisington could not make it due to weather. She had a sample video which the HPC reviewed. Everyone liked the sample. Dan had two questions. One he would like the city logo to be used. Also he wanted to know where we would direct questions. The members of the HPC discussed the city, the Visitor's Bureau, and the GAR Hall. It was decided questions should be directed to the city.
- F. HISTORIC HOME TOUR - Kevin and Darlene reported the home tour is 90% done and will be in next month's packet. Darlene reported that Connie, Betty, and herself are about 30% done with the school and church tour. Both will be available for the 150th. The newspaper articles were reviewed and dairy was removed and trains added.

V. NEW BUSINESS –

- A. ELECTION OF OFFICERS - A motion was made to re-elect Darlene as president. Vice President Frank Kock asked for a motion (Kevin/Kateri/Passed unanimously).
- B. 2019 CLG GRANT - Darlene reported that in conversations with city staff, there was a suggestion about the HPC having their own website. The MN Historical Society was contacted and emails from Joe Hoover and Michael Koop were reviewed. Members of the HPC looked at the website for the Faribault HPC and were impressed. They felt the cemetery tours, walking tour, and photos could go on the website; this would be used for promotion and education. There could be links to the Visitor's Bureau and city website, among others. A motion was made to request the City apply for a CLG Grant for a website for the HPC, similar to the one used by Faribault (MOTION: Dave/Frank/Passed unanimously). Frank checked the group that did the Faribault website and Darlene will contact them about costs and timeframes. This will be included in the request to the city. The grant in draft form will be included with the February agenda.
- C. RECOGNITION PROGRAM FOR MAY 2019 - After discussion it was decided to recognize Connie Lies for the person, Mimi's for the place, and the LFD/LBC/Rick and Robyn Desmith as the event for Santa's House (MOTION: Sid/Frank/Passed unanimously).
- D. MEEKER COUNTY HISTORICAL SOCIETY APPOINTMENT - Sid Willson was reappointed as the representative.

VI. REPORTS –

- A. MEEKER COUNTY HISTORICAL SOCIETY – Sid reported that the board is looking into a building needs assessment and a marketing plan.
- B. MN HISTORICAL SOCIETY -

VII. ANNOUNCEMENTS –

A. Next meeting will be Monday, February 25, 2019 at 6:30 p.m .in City Hall

VIII. ADJOURNMENT – Meeting adjourned at 7:45 PM.

DARLENE KOTELNICKI
CHAIRPERSON