

**I. CALL TO ORDER –**

A regular meeting of the Historic Preservation Commission on Monday, January 23, 2023, commencing at 6:30 p.m. was called to order by Chair Kotelnicki. A quorum was established.

**A. ROLL CALL:**

Commissioner (Chair)	Darlene Kotelnicki	Present
Commissioner	Connie Lies	Present
Commissioner	Rick Beecroft	Present
Commissioner (Plan. Comm. Rep)	Mike Flaata	Present
Commissioner	Kevin Hovey	Present
Commissioner	Dave Welker	Present
Commissioner	Holly Flemming	Present
Ex-officio	Bill Hicks	Absent

**II. MINUTES TO APPROVE – November 28, 2022 **MOTION:** To approve as submitted (Mike/ Holly/Passed unanimously by a voice vote). Darlene welcomed Connie Lies who will represent the Meeker County Historical Society.**

**III. PUBLIC HEARING - None**

**IV. OLD BUSINESS - CLG Grant for date the pre-grant application is due. Chuck DeWolf could not attend and sent two videos as examples. The HPC reviewed both videos. Kevin reviewed the presentation he saw at the MN Historical Society conference. Darlene looked up the presenter and it was Nienow Cultural Consulting; they are on the Preservation Specialist list for MN. Darlene also looked up Bolton & Menk and they have an archeologist on the list too. Connie asked who would host this? We discussed that the city's website may be getting full. Could we use the HPC website? How will it be updated? General discussion was that what we put on the layers will not need updating. We could have up to seven layers. We identified the inventory, QR code videos by Dan Hoisington, design guidelines, the ordinance, and FAQ. This leaves two open layers. Could we ask the Chamber and Litchfield Downtown Council for links to their social media?. This would be a resource for anyone looking to buy a property or move into our community. Mike questioned if matching funds were needed and timeframe to apply. Darlene will check with the SHPO on both. **MOTION:** To direct Darlene to apply for the 2023 CLG Grant for a GIS map of the CHD (Dave/Sid/Passed unanimously by a voice vote).**

**V. NEW BUSINESS – None**

**VI. REPORTS - None**

**VII. ANNOUNCEMENTS** - Darlene reported about the issues getting the benches. Materials not available, back ordered, color not available, and no date scheduled for possible delivery. Dave is looking into other benches. She will update the HPC as she knows more.

A. The next meeting will be Monday, February 27, 2023 at 6:30 pm in City Hall.

**VIII. ADJOURNMENT** – 7:50 p.m.

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DARLENE KOTELNICKI  
CHAIRPERSON