Landmarks Commission Meeting Minutes
Thursday June 10, 2021 – 6:30 pm
Virtual

Members Present: Todd Hubing; Greg Pigarelli, Secretary; Jean Ligocki and Alan Hedstrom, Vice-Chair; Kristi Panthofer and Kimberly Cook
Staff: None
Absent: Peggy Veregin
Guests: None
Press: None

1. **Call to order.** Hedstrom called the meeting to order at 6:32 pm.

2. **Consider approval of the Landmarks Commission meeting minutes of May 13, 2021.**
   Motion by **Cook** to approve the minutes as presented, 2nd by **Hubing.** Motion carried 4 - 0.

   Ligocki arrived at 6:33 pm

3. **Elect Chair.** The Commission discussed potential interest in taking over the Chair role. Hedstrom and Hubing are not interested and Cook plans to step down from the Commission once a replacement is found.

   Motion by **Hubing** to defer all appointments until next month when everyone is in attendance, 2nd by **Ligocki**. Motion carried 5 – 0.

4. **Elect Vice-Chair.** Deferred to next month.

5. **Elect Secretary.** Deferred to next month.

6. **Request by Patrick Nowak, South School Condominiums, 1009 Summit Avenue for Certificate of Appropriateness approval to install a gutter and snow bar.**
   Hedstrom introduced the request.

   Motion by **Hubing** to approve the COA as presented, 2nd by **Ligocki.** Motion carried 5 - 0.

7. **CLG Grant 2022.**
   Hedstrom questioned if any members have any ideas for a grant request. Ligocki stated the Commission has enough work already without applying for another grant at this time. Cook stated it is an annual grant and a list could be made so the Commission is prepared for next year's submittal.

8. **Discuss 175th year Anniversary Time Capsule (2022).**
   Cook stated she received no email response from Nancy Hagen about the role of the Commission.

   Hedstrom suggested deferring until next month.

   Stacey stated he could contact Nancy about the Commissions involvement.

9. Local Downtown District.
The Commission discussed when to have a kickoff meeting since we are still waiting to hear back about the CLG grant funding. Cook stated the Commission will have 2 years to spend the grant.

Stacey stated the tentative kickoff meeting is July 8, 2021.

10. Discuss the new Landmarks Commission website.
Hedstrom stated the website looks great but would like to see a banner similar to the existing website.

The Commission discussed whether to go live now or wait. The consensus is to wait a month to allow for more updates including increase font size and banner updates.

11. Historic Preservation Award Presentations.
The Commission still needs to decide if this will be in person at a Common Council meeting or just mailed to the award recipients. We'll wait and see when the City goes to in person meetings.

12. Depot Hill Historic District.
No update available.

13. CLG grant 2021.
Still waiting for Jason Tish while he finalizes the MOA.

14. Commission Reports/Calendar.
The Commission discussed the 2022 budget request. Ligocki suggested the Commission only ask for mini-grant funding in the amount of $10,000. Stacey to send budget request to Rodney Scheel.

15. Future agenda items.

- Budget
- Seeking new members – Panthofer to add to Facebook once confirmation is received from Veregin about what that should look like.

16. Update Mini-Grant evaluation guidelines.
Nothing discussed.

17. Adjournment. Motion by **Ligocki** to adjourn at 7:25 pm, 2nd by **Hubing**. Motion carried 5 – 0.

Respectfully Submitted,

Michael P. Stacey