

**Landmarks Commission Meeting Minutes**  
**Thursday February 11, 2021 – 6:30 pm**  
**Virtual**

**Members Present:** Todd Hubing; Greg Pigarelli, Secretary; Kimberly Cook; Jean Ligoeki and Alan Hedstrom, Vice-Chair; Peggy Veregin, Chair and Kristi Panthofer

**Staff:** Michael Stacey, Zoning Administrator

**Absent:** None

**Guests:** Jordan Tilleson; Kathleen Kelly; Joanne Grassman; Mayor Tim Swadley; Michael Collins; Sid Boersma; Lisa Reeves; Dale Otradovec and Kristen Zoerner.

**Press:** None

1. **Call to order.** Veregin called the meeting to order at 6:30 pm.
2. **Consider approval of the Landmarks Commission meeting minutes of January 14, 2021.** Motion by **Pigarelli** to approve the minutes as presented, 2<sup>nd</sup> by **Hubing**. Motion carried 6 - 0.

Hedstrom arrived at 6:32 pm.

3. **Local Downtown District.**

Veregin explained the intent of the public hearing which is not required and indicated where the Commission is at in the Local Downtown District planning process.

Veregin stated we have become aware that the survey used to gather information has been deemed worthless because it was determined that numerous responses were submitted by one person. Stacey stated out of 200 responses at least 105 were from one IP address or one person. There is also indication that the same person used other computers to submit additional negative responses.

Veregin opened the public hearing.

Kathleen Kelly spoke in favor of creating the Local Downtown District.

Veregin closed the public hearing.

The Commission will continue with the Local Downtown District planning process.

4. **Depot Hill Historic District.**

Veregin explained the intent and process to approve the Depot Hill Historic District. The initial plan is to have a meeting with property owners within the district and discuss what the district will mean for them.

Stacey will assist in getting notices out to property owners.

Sid Boersma questioned what the hashed buildings mean. Veregin stated those were deemed non-contributing buildings when the district was first planned. All buildings would be evaluated again to determine which are contributing or non-contributing to the district. Non-contributing

means either the building was altered from its original state or the building was built after the historic period that the district represents.

Joanne Grassman, who is interested in purchasing a property within the proposed district spoke in favor of creating the district because it may allow her to gain tax credits to update the building.

Veregin stated the plan is to move quickly on this project and we'll keep Joanne Grassman informed of the progress.

**5. Discuss creating a new Landmarks Commission website.**

Veregin stated there is a need to get moving on this project.

Stacey stated the City is looking to hire back Derek Westby on a temporary basis and he could assist the Commission in creating a website using Squarespace.

The Commission discussed websites such as the RDA and Opera House as examples of the direction they could go.

Stacey stated the Commission should have an outline of what they would like so if Derek Westby becomes available we'll be ready.

Ligocki questioned if Derek was involved in creating the RDA website. Mayor Swadley stated he believe he was involved.

**6. Historic Preservation Awards.**

Veregin plans to provide a letter to Stacey to mail out to the award recipients. Veregin would like a virtual presentation before a Common Council meeting. Stacey stated that can be achieved. Ligocki agreed.

**7. CLG grant.**

Veregin stated the Commission should find out by Friday Feb 19<sup>th</sup> if we got the grant.

**8. Mini-Grants 2020 and 2021.**

Stacey provided a spreadsheet of the 2020 and 2021 mini-grants. Ligocki noted \$9,000 is slated for 2021.

Mayor Swadley suggested providing a summary and pictures for a presentation to Council. Veregin agreed.

Veregin to provide Stacey with the 2021 mini-grant letter to be sent to Local Landmark property owners.

**9. Commission Reports/Calendar.**

Mayor Swadley stated there may be some grant funding available for downtown properties and to contact Gary Becker for more information. Mayor Swadley sent an email to Veregin and Stacey with more info.

**10. Future agenda items.**

Depot Hill Historic District; Downtown Local District; Mini-Grants.

**11. Adjournment.** Motion by **Hubing** to adjourn at 7:20 pm, 2<sup>nd</sup> by **Hedstrom**. Motion carried 7– 0.

Respectfully Submitted,

*Michael P. Stacey*