

Landmarks Commission Meeting Minutes
Thursday May 13, 2021 – 6:30 pm
Virtual

Members Present: Greg Pigarelli, Secretary; Jean Ligocki; Alan Hedstrom, Vice-Chair; Peggy Veregin, Chair and Kimberly Cook

Staff: None

Absent: Todd Hubing; Kristi Panthofer

Guests: Dale Otradovec; Don Adams

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 April 8, 2021.**
Motion by **Hedstrom** to approve the minutes as presented, 2nd by **Ligocki**. Motion carried 5 - 0.
3. **Request by Laura Davis for a Certificate of Appropriateness at 172 E. Main Street.**
The Commission has questions about stair egress to the street level from the west side between buildings. Approval is contingent on City ordinance for this type of egress.

Motion by **Hedstrom** to approve the COA, 2nd by **Cook**. Motion carried 4- 0.
Abstention by Ligocki.

4. **Request by Dale Otradovec for Certificate of Appropriateness approval at 160 E. Main Street.**
Guest caller Don Adams, contractor for Dale Otradovec explained the scope of work to be performed.
 - 1) Stucco inside of brick arch at sidewalk level that was a previous basement window will have stucco repair.
 - 2) Wood door to upper level apartments will be replaced with a flat panel door with glass to match the existing non-original door. Door will be painted metal or wood to match storefront door.

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

5. **Discuss 175th year Anniversary Time Capsule (2022).**
 - 1) Time Capsule planning committee has not followed up with questions from the Landmarks Commission.
 - 2) Veregin asked input from Landmarks Commissioners for content involvement such as photos from local landmarks, Syttende Mai, pandemic photos, Landmarks Walking Tour books, Landmarks Design Guidelines book, etc.
 - 3) The Landmarks Commission should not take the lead for this project but offer input.
 - 4) Add to next month's agenda for further discussion.

6. Local Downtown District.

One proposal has been received to date for the preparation of a Local Landmark Nomination for the Main Street Historic District from McGuire Ileski & Associates, Inc. (MIA).

MIA main body of work is historic preservation and they are the firm that is rewriting the Landmarks Commission Design Guidelines.

Motion by **Hedstrom** to accept the proposal from McGuire Iglesias & Associates, Inc. to prepare the Local Landmark Nomination for the Main Street Historic District, 2nd by **Cook**. Motion carried 5 - 0.

7. Discuss the new Landmarks Commission website. Waiting for updates.

8. Historic Preservation Award Presentations.

Award options:

- 1) Mail certificates and have a small recognition by City Council members.
- 2) In person recognition by Council.

Moving forward, plan for attending Council meetings conditional by local health ordinances.

9. Depot Hill Historic District. No update on project to report.

10. CLG grant. No update to report.

11. Potential New Members.

Consider assembling a list of new potential candidates to serve on the Landmarks Commission for when vacancies open. The City has asked for citizens interested in becoming a Standing Committee Member.

12. Commission Reports/Calendar. Nothing to report.

13. Future agenda items. Elections and 175th Anniversary Time Capsule

14. Update Mini-Grant evaluation guidelines. Hedstrom has drafted possible criteria for awarding grants.

15. Adjournment. Motion by **Ligocki** to adjourn at 7:45 pm, 2nd by **Pigarelli**. Motion carried 5 - 0.

Respectfully Submitted,

Gregory Pigarelli, Secretary