

**Columbus Historic Landmarks and Preservation Commission
Regular Meeting Agenda
Thursday, April 8, 2021
3:30 PM
Community Center Building**

5/13/2021

Altschwager made a motion to approve the minutes from the April 8, 2021 meeting. Ulrich seconded it. Motion carried.

Attendees:

Carolyn Fredericks	Beth Altschwager	Retta Kurth
Ruth Hermanson	Eric Lukasavitz	John Salzwedel
Jan Ulrich, excused		
Council Liaison: Absent		
Guests: Amy Jo Meyers,		

- 1. Call meeting to order:** Carolyn Fredericks
- 2. Properly posted meeting:** Check.
- 3. Citizen Comments on agenda items:** Hermanson commented on the Pavilion's beautiful exterior appearance.
- 4. Approve Agenda:** Motion to approve: Lukasavitz; Second: Altschwager; Motion carried.
- 5. Approve minutes from the March 10, 2021 regular meeting:** Motion to approve: Hermanson; Second: Lukasavitz; Motion carried.
- 6. Treasurer Report-Attached:** Motion to approve: Hermanson; Second: Kurth; Motion carried. Altschwager reported that the audit has been completed.
- 7. Old Business:**
 - A. Pavilion Window Restoration Project – Phase 3:**
 - 1. Contractor recommendation & donation approved by council 3-2-2021:** Noted.
 - 2. Building permit fee:** The \$165 fee paid by City.
 - 3. Attorney fees – Paul Johnson:** \$833 fee paid by City. CHLPC appreciates the good-faith working relationship with the City. Meyers questioned if the fees could be taken from the “new projects” fund budgeted to CHLPC through the City. However, those funds have already been designated to our Façade Improvement Fund.
 - 4. Timeframe for project – May 11 – June 9.** Noted

B. Façade Improvement Grant – Meeting on 3-23-2021: Fredericks & Salzwedel met with Mayor Thom and Matt Schreiber and agreed to partner with Columbus Development Association on downtown historic structures, for our Facasde Improvement Grant program, following state Historical guidelines. Meyers will forward the approved donation policy. It was agreed to set up a CHLPC Façade Improvement account.

C. SOP – Amy Jo Meyers: Salzwedel made a motion to table the Standard Operating Procedures (an itinerary for bringing projects to Council) until next Month. Lukasavitz seconded it. Motion carried.

D. Summer Concert Series 2021 –August/September – discussion – Local Vocals schedule: Will address the issue again following the possible expiration of the May 5 Covid-19 mandate. Fredericks will contact Local Vocals about an August 22 date. Providing the fact that the mandate is lifted, we will approach CCDC for a picnic license. Comment was made to recommend City have their own picnic license for City sponsored events.

E. Historic designations – meeting with John Tish – State Historical Society – Carolyn/Lisa Wolf: Tabled until next meeting, at which time Fredericks will contact Lisa Wolf about setting up a Zoom meeting with Tish to meet with Commissioners to discuss necessary steps as a refresher course, or hold a special meeting if Jason Tish is allowed to travel again to meet with commissioners.

Altschwager informed the Commission of the upcoming 100th anniversary of the Whitney Chapel. Will contact Ulrich for information from the CHLPC files.

Question was raised as to the use of CHLPC property (i.e. photos, documents, etc.) Salzwedel and Hermanson will check with the State and set up a procedural policy to handle situations.

F. Resthaven bathroom/improvement project – presentation & pictures from Ruth Hermanson. Discussion on moving forward and COW agenda: Hermanson distributed information she, Jenny Schultz, and Amy Jo Meyers obtained regarding the bathrooms and other updates needed at the Resthaven, interior and exterior. Following discussion, it was agreed to have Fredericks & Salzwedel meet with Mayor Arnold & Administrator Ellefson as Step 1 in working together on the project.

G. CHLPC/City website – will ask Jan to work on this when she returns from Arizona: Noted.

8. New Business:

- A. Bills:** None.
- B. 4th of July booklet – CHLPC ad/payment:** Hermanson made a motion to pay \$120 for the ad out of the CHLPC account. Altschwager seconded it. Motion carried.
- C. Resthaven account at F&M – donations:** Following discussion, Salzwedel made a motion to transfer \$30,101.65 from CHLPC Account # 18754 (which includes donations made to the Resthaven) to a “Resthaven Improvement “ Account. Hermanson seconded it. Motion carried.
- D. Elevator flooring:** Meyers reported that the carpeting in the elevator has been replaced with tile looking laminate product and paid by the City as maintenance expense. Projects such as this reiterate the need for good communication between City and CHLPC to preserve the integrity of historic properties.
- E. Application for Certificate of Appropriateness – Façade Improvements – Sarah Wiersma – 122 W. James St:** Lukasavitz made a motion to accept the Application. Salzwedel seconded it. Motion carried. Notation was made to have her apply for a façade improvement grant.
- F. CAE Honor Trees – selection and location:** After viewing the selection of trees offered, Salzwedel made a motion to choose the Cleveland Pear to be placed at a location that complements the Pavilion. Lukasavitz seconded it. Motion carried. CHLPC will work with CAE and DPW on a good location for the trees. Diggers hotline should be called to see where the utilities are located prior to choosing a location.
- G. CHLPC garden:** The grounds and shrubs have been cleaned up, mulched, & pruned thanks to Phil Kaschub & Fredericks. Ulrich will be placing flowers to accent.
- H. DPW Director/projects contact - Dave Duernberger:** Duernberger is no longer an employee of the City. Meyers will remain CHLPC contact.
- I. Pavilion ADA entryway – discussion:** Tabled.
- J. Pavilion stairs:** Meyers reported that a proposal was ready to be sent out. Following discussion, it was agreed to check into a composite material as an all-time maintenance free product, and acceptable to State Historical requirements.
- K. Hwy 73 bridge replacement – Angela Hronek – Mead & Hunt**

Engineering Firm: This is a State funded 2023 project, but being a historical structure, have asked to meet with City historical representative to discuss options as to what to do with it. Fredericks will represent CHLPC.

L. WAHPC Conference – April 23 & 24: Fredericks passed out the Agenda for anyone wishing to attend the virtual seminars.

9. Council Liaison Report: Gray absent.

10. Adjourn: Motion: Hermanson; Second: Kurth; Motion carried. Meeting adjourned at 7:10 p.m.

Respectfully Submitted,
Retta Kurth, Sec.