

**Columbus Historic Landmarks and Preservation Commission**  
**Meeting Minutes**  
**Wednesday, July 13, 2022**  
**Columbus Community Center**  
**161 North Dickason Boulevard**

The meeting was called to order by Chair Ruth Hermanson at 4:00 p.m.

Attendance: Present Commissioners Altschwager, Hermanson, Gilbertson, Kaland and Elling. Staff present included Rec Director Amy Jo Meyers. Council Liaison Gray was also present along with Katie Nichols. Chair Hermanson announced that Commission Pyfferoen had resigned his position.

Notice of open meeting: Chair Hermanson noted that the meeting agenda had been posted and distributed per State Statutes.

Citizen comments on agenda items: Katie Nichols stated that Mayor Arnold hopes to nominate her to the commission.

Approve agenda: Motion by Kaland, second by Gilbertson, to approve the agenda as posted. Motion carried unanimously.

Approve minutes from the Regular Meeting June 8, 2022: Motion by Kaland, second by Altschwager to approve the minutes. Motion carried unanimously.

Treasurer's report: Altschwager presented the report as of July 13, 2022.

|  |              |             |
|--|--------------|-------------|
| - Susan Stare Auditorium Fund (CD)                   |              | \$18,558.14 |
| - Water Tower Fund                                   | 253474       | \$ 3,304.80 |
| - Mary Poser/ Former Columbus Auditorium Corporation | 2502700 (CD) | \$30,512.58 |
| - RestHaven Improvement                              | 255362       | \$57,434.84 |
| - Façade Improvement Fund                            | 255707       | \$ 130.12   |
| - Columbus Pavilion ADA Accessibility Fund           | 250968       | \$10,008.63 |
| - CHLPC Account                                      | 187450       | \$34,792.56 |

Motion by Elling, second by Kaland to accept the Treasurer's report. Motion carried by voice vote.

Review and take action on invoices/bills:

- Motion by Gilbertson, second by Kaland to approve payment of \$519.68 from account 187450 to Minuteman Press for posters/printing. Roll call vote approved 5-0.
- Motion by Kaland, second by Gilbertson to approve payment of \$600.00 from account 187450 to band for July 28 concert. Roll call vote approved 5-0.
- Motion by Gilbertson, second by Kaland to approve payment of \$133.35 from account 187450 to Jan Ulrich for envelopes and stamps for 2023 calendar mailings. Roll call vote approved 5-0.

Council Liaison Report: Council liaison Gray reported that he hoped to reconvene the Ordinance Update Committee soon. He suggested that the commission prepare possible items for consideration and presentation to the Committee. He noted that the Council requested that the Columbus Community Development Authority (CDA) prepare a list of possible projects to be funded by the federal American

Rescue Plan Act (ARPA) monies. He also stated that the City Planner position would be filled in the next couple of months.

Discussion on potential 2023 CHLPC Budget items: Chair Hermanson identified the upcoming budget process for the commissioners. The CHLPC has not used any of their 2022 budget to this point. Commissioners should be prepared to present items at the August meeting. The Council schedule is:

- August 19 – budget requests due to City Administrator
- September 20 – City Administrator draft budget discussion with Council/Mayor
- October 4 – City Administrator proposed budget presented to Council/Mayor
- October 11 – Council/Mayor work session and public information session
- October 18 – Council/Mayor review and finalize budget for public hearing
- October 25 – Optional meeting to complete work left from October 18
- November 15 – Budget public hearing and possible budget approval

Discussion on ARPA Fund Projects for City CDA Consideration: Elling thanked Liaison Gray for his comments on the CDA ARPA discussions. The CDA will be meeting on July 18<sup>th</sup> to review the possible process and information requirements for the ARPA fund recommendations. The City has received over \$530,000 which must be committed to projects for completion in 2024. The Council has requested the CDA prepare a list of possible projects for funding. Elling thinks we should recommend the Council consider air conditioning and insulating the Pavilion at Fireman’s Park. He will work with Rec Director Meyers to obtain updated cost estimates.

Discussion on possible street paver donation. Elling said he had a request from a property owner in the City to see if the CHLPC could use sidewalk pavers that were going to be replaced by concrete. The Commissioners agreed that they could certainly find a use for these if the owner would coordinate removal for City storage. Elling will notify the property owner for follow-up planning.

Commissioner Elling was excused from the meeting at this point. A quorum of members remained.

Discussion and action on the Pavilion Window Treatments project: Chair Hermanson reviewed the two proposals for the purchase and installation of window treatments on the windows at the Pavilion in Fireman’s Park. Much discussion followed on price differences, valances and long-term maintenance.

Motion by Altschwager, second by Gilbertson, to purchase shades for the Pavilion at Fireman’s Park from Home Expressions in the amount of \$5,195, with the money coming from the Columbus Pavilion ADA Accessibility Fund (250968). Roll call vote approved 4 – 0 (Elling absent).

Report on Summer Concert Series June 23 concert: Chair Hermanson commented on the good turnout, but issues with the sunshine in the band’s face. Altschwager reported that we had donations that night of \$316.50. All were grateful to see the Popcorn Wagon at the event.

Discussion and action on July 28 concert: The group recommended that the band bring a tent for weather protection. The CHLPC will continue to provide the stage and coordinate with the City on electricity for the speaker system.

RestHaven ADA Improvement Project review and call for action: We have a signed contract in hand. The committee is meeting with the architect on July 29 to do measurements.

Vice-Chair election: Chair Hermanson requested that this item be held over to the August meeting.

Local landmarks designation process and past CHLPC activities for local historic designations: Since neither Commissioner Ulrich or Elling were present this item was held over to the August meeting.

Staff for CHPLC: Rec Director Meyers had nothing more to report for this month.

State Grant possibilities: Motion by Kaland, second by Gilbertson to make funds available to commissioners for attendance of Wisconsin HPC webinars. Motion carried on a roll call vote (4-0).

Next Meeting date Wednesday, August 10, 2022 at 4:00 p.m.

Motion from Altschwager, second by Gilbertson, to adjourn at 5:47 p.m. Carried Unanimously.

Respectfully submitted, Henry J. Elling, CHLPC Secretary