HISTORIC PRESERVATION COMMITTEE MINUTES
OF APRIL 1, 2013 MEETING

Meeting called to order by Chairperson Wood at 4:00 P.M. in Conference Room 108 of City Hall Plaza.

PRESENT: Ken Wood; Carl Scott, Alderperson Gary Cummings; and, Keith Meacham.

ABSENT: Bill Penker (excused) and Ken Bargender (excused).

ALSO PRESENT: Tom Ptak, President of the North Wood County Historical Society; Vickie Schnitzler; Bob Felton, carpenter; Matt McLean Convention and Visitors Bureau Director; Sam Schroeder, Planning Intern; and, Josh Miller, Planner/Zoning Administrator.

Approval of the Minutes of March 4, 2013 Meeting.

HP13-08 Motion by Cummings second by Meacham to approve the minutes of the 3/4/2013 meeting.
All 'Ayes' Motion Carried.

Scott asked about the $150 designated for the Art Display awards. He asked what the awards were for and why the dollar amount wasn't listed in the agenda. He suggested the minutes be written to more accurately convey where money is designated and what it's for so those that aren't at the meeting knows the details of the actions of the Committee.

Citizen Comments.

Wood introduced Vickie Schnitzler as the newest Committee member that would be joining the Historic Preservation Committee in May once the Mayor appoints her which will likely be at next week's Common Council meeting.

Update on Information for Renovating the Soo Line Steam Locomotive No. 2442.

Meacham introduced Bob Felton, and went through a presentation of pictures showing the cab of the 2442. Bob proposed that he could rebuild the roof with cedar. Suggested you could use roll on bedliner that you can roll on that really bonds and protects the cab. Recommends the wood used would be cedar as it's weather resistant. He estimated the materials to be around $1,500 for all cedar. It would take 100-150 hours for two guys. The total project would cost around $6,500 on low end and $8,500 on high end. He would like to build it on site due to the roof on the pavilion would limit the ability to take the roof of the cab off. The estimate includes the roof on the engine and all the supports and glass on the side (doesn't include upholstery). The repairs would be primarily for structural support of the roof of the cab.

Scott suggested sharing this with the Parks, Recreation, and Forestry Department to try to partner for funds next year. Scott suggested we find a grant with some type of cost sharing. Suggested $10,000 would be a better figure to be conservative.

Miller asked Meacham if they could put together an itemized list of what would be covered under the proposed project and what work remains to be completed 2442 so when money is requested for the project, the Common Council knows what will be completed under the proposed project as well as what may be requested in the future.

Update on the School District Art Display Awards.

Miller gave an update on the awards. The $150 from the Committee will go towards up to ten awards for the artists including one award that best represents a historic Marshfield Business or place. A reception is planned for Thursday, May 2, 2013 at 5:30 pm at the Public Library. There may be a need for volunteers to help judge the artwork to determine the winners. Miller recommended attending the next Historic Preservation Month Planning Committee meeting to be held on Wednesday at 4:30 pm in the Library in they are interested in participating in some fashion.

Scott suggested we see if Main Street could get the list of winning artists and maybe contact them or the teacher about displaying their artwork downtown, if not this year, then possibly next year during the May History Month.

Historic Preservation Month Activities.

Wood explained that part of the kickoff for the Historic Month will be the Park Street Historic Walking Tour, scheduled for Wednesday, May 1st. This will be a guided tour.

Miller said the next Historic Preservation Month Planning Committee will be held on April 3rd at the Library in the General Meeting room at 4:30 pm.

Scott and Cummings will be available to help install signs. The signs will likely be installed on April 29th and 30th. Miller will contact them as the date gets closer.

2013 Budget Update.

Miller provided an update on the Operating Supply Budget. Based on the proposed projects, the Committee will have around $544 for the remainder of the year for such items as brochures, education, and plaques.

Update on the Cost of Printing the Brochures with the QR Codes.

Miller stated that it will cost an additional $75 to include the QR Codes in the three Historic Walking Tour Brochures when they are reprinted.

HP13-09 Motion by Scott second by Meacham to pay the additional $75 for a setup fee on the brochures to include the QR Codes on them.
All 'Ayes' Motion Carried.

Discussion about Advertising and Promoting of Marshfield's Historical Resources.

Matt McLean, Direct of the Convention and Visitors Bureau, would like to be included and notified when the historic groups plan walks and events. If he's aware of the events, and promoting those events could positively impact the hotels and restaurants, it's something the two groups could work together on promoting.

Wood also mentioned the News-Herald internet publication that was free.

The Committee talked about doing the "Escape" edition and preparing it for next year. See if the News-Herald will help put together the ad. The Committee suggested we promote the walking tour brochures, buildings, and museums if an advertisement is taken out.

Tom Ptak suggested that all four historic groups in the area work together and consider sharing one large full page ad. Wood suggested we do something next year.

Discussion to Renew the One Year QR Code Subscription for $85.95.

Miller explained that the Committee paid for this item last year so the information fliers about the historic downtown buildings located in the windows of various buildings could have their entire stories placed online and then individuals can scan them with their smart phones and find out additional information about the building.

HP13-10 Motion by Scott second by Meacham to renew the subscription for the QR Code generator for $85.95.
All 'Ayes' Motion Carried.

Discussion of Historic Preservation Excellence Awards Nominations.

This item was not discussed and no action was taken.

Set Meeting Date and Future Agenda Items.

The next regular Historic Preservation Committee meeting will be held on Monday, May 6, 2013. The agenda of the next regularly scheduled meeting should include approval of the April 1, 2013 meeting minutes, feedback from the Archdiocese from La Crosse, possible grant request to the State Historical Society for the inventory of the Columbia Park neighborhood, and renewal of memberships to historic groups.

Adjourn.

Motion by Cummings, second by Scott to adjourn meeting at 5:09 P.M.
All 'Ayes' Motion Carried

Respectfully submitted,

Josh Miller

Josh Miller
Planner/Zoning Administrator