

HISTORIC PRESERVATION COMMITTEE MINUTES
OF FEBRUARY 1, 2010 MEETING

Meeting called to order by Vice-Chairperson Guensburg at 4:03 PM in Conference Room 108 of City Hall Plaza.

PRESENT: Carl Scott, Alderman Dave LaFontaine, Ken Wood, Gary Gray,

ABSENT: Iris Guensburg, Scott Noble, David Korth

ALSO

PRESENT: Shirley Mook and Ruth Voss, Historic Preservation Association; Denise Sonnemann, Executive Director of Main Street Marshfield; Josh Miller, Planner/Zoning Administrator

Minutes of January 4, 2010 Meeting.

HP10-03 Motion by Wood, second by LaFontaine to approve the minutes of the 1/4/2010 meeting.

All 'Ayes' Motion Carried.

Citizen Comments.

Shirley Mook announced that the Marshfield Historic Preservation Association will be moving their hours of operation to Wednesdays and the Upham Mansion would switch the day they are open on the weekends from Sunday to Saturday so both organizations will be open concurrently.

Shirley Mook stated she was concerned about what impact the current draft of the proposed sprinkler ordinance would have on the preservation of historic buildings downtown. She also handed out information on the assessed values of some of the historic buildings downtown. She was primarily concerned about the current threshold that if a property owner spends over 50% of the assessed value on improvements, the ordinance would require the building to have sprinklers.

Review of 2010 Historic Plaque Cost Estimates

Miller stated that the Roddis House Plaque has already been engraved. The cost will be \$175.00 for the plaque. This has not been paid for and Marshfield Monument is holding the plaque until it is installed.

Miller added that the stand has already been paid for, but also needs to be installed. The Historic Preservation Committee will either need volunteers, or hire someone for the installation. Marshfield Monument will secure the plaque onto the base once the base is installed. The estimate from Marshfield Monument for the next 3 plaques is \$200.00.

HP10-04 Motion by LaFontaine, second by Gray for City Staff to pay for the Roddis House Plaque and let Staff decide if they want to leave it with Marshfield Monument or store it at City Hall.

All 'Ayes' Motion Carried.

Update on the Roddis House Plaque

This item was moved up on the agenda because we were already discussing the plaques. Miller explained that the last plaque base that was installed was done so by volunteers. At this time there weren't any volunteers so he has contacted Stratford Sign for a cost estimate regarding the installation of the sign. Staff is still waiting on the cost estimate.

It was brought up to contact the High School about potential volunteers to install the plaque. Miller will

contact the High School to see if that could work. Miller will put together the information regarding installation and make a recommendation to the Committee in March.

Discussion of Placing Budget Items on the Agenda.

Miller explained that he spoke with the City Clerk and Finance Director as to what would be needed on an agenda to make purchases from an approved budget item. Because it is already an approved budget item, the dollar amount is not needed on the agenda. The only wording that the Committee may want to include on the agenda for the purchase of an approved budget item is “purchase of” and whatever the item is. Additionally, the motion should include something similar to “authorize City Staff to purchase historic plaque for the Columbia Park Band Shell not to exceed a certain dollar amount.” That way a record of the amount and what was authorized is included in the minutes.

Purchase of Historic Plaque for Columbia Park Band Shell.

Scott stated that the plaque should be installed on either the left or right side on the concrete abutment, approximately 3 ½ to 4 feet above the ground. Miller told the Committee that the verbiage for the plaque was not complete yet and asked who should be contacted about the wording of the plaque. The band director, Jim Rasmussen, was suggested and Miller will contact him. The Committee also added that we should hold off on purchasing the plaque until we know the wording. Miller will work to get that information and present it to the Committee in March.

Because the plaque won't be going on a base and will be affixed to concrete, Miller asked how or who could install the plaque. It was suggested that Staff work with Ed Englehart of the Parks and Recreation Department on the installation of the plaque. ABE Masonry was mentioned as a place to get a quote for installing the plaque. Miller will get the contact information from Scott and come back to the Committee with that information.

Update on Historic Preservation Workshop for February 20, 2010.

Scott explained the program for the workshop and went over the schedule. He added that Mainstreet Marshfield, Inc. will be supplying the refreshments. The program will last from 9:00 am to noon and will be held at the Chestnut Center for the Arts. Miller explained to the Committee that Scott suggested at a Strategic Plan Commission meeting last week that the brochures for the event should be sent out to same the property and business owners that received the Façade Program information. Miller stated that the money to send those out would come out of the Historic Preservation Committee budget. The cost is estimated between \$50 and \$60. The Committee was in support of getting that information out there.

Gray asked about getting copies of the Power Point Presentation on the City's website. Scott stated that it would be up to the presenters if they want to make that information available. Miller added he didn't think there would be a problem with hosting it, but he will check with IT to be sure.

Discussion of Photos for West 5th/6th Street Historic District Brochure.

Miller explained that at the January meeting, there was some discussion and concern regarding the pictures for the West 5th/6th Street Historic District Brochure. Miller set up the projector to review the pictures of the homes that we had available. After some discussion, the Committee decided that they didn't have enough information about the homes themselves to decide which should be included in the brochure. There was also an incorrect address in the map that needed to be fixed.

HP10-05 Motion by LaFontaine, second by Gray to create a subcommittee of Wood, Scott, and Miller to review the pictures with the architectural information and come back to the Committee with a recommendation.

All 'Ayes' Motion Carried.

Miller presented the cost estimate from Heinzen Printing for the full color brochures compared to the two color brochures. The two color brochures were \$420.00 and the full color brochures were \$632.00. The Committee felt that the full color would be worth the cost difference.

HP10-06 Motion by LaFontaine, second by Gray to have the brochures printed in full color.
All ‘Ayes’ Motion Carried.

Purchase of Temporary Historic Preservation Month Signs for Historic Homes.

Miller commented that last year 25 signs for were purchased for May’s Historic Month to be placed in the yards of homes within the historic district. He asked the Committee if the signs said “homes” or “district” on them as the printer was not sure which ones were ordered last year. It was determined that the Committee has ordered both in the past. The Committee suggested Miller contact Iris about how many signs there are and how many signs the Committee may want to purchase. Miller will bring a recommendation to the Committee in March. Gray suggested if we use both district and home signs that the background colors be distinct so people viewing the signs can differentiate the district signs and the home signs by the color. Miller will get a cost estimate of getting different color signs.

HP10-07 Motion by Wood, second by LaFontaine to table purchasing temporary historic preservation month signs and have Miller come back with a recommendation.
All ‘Ayes’ Motion Carried.

Old Business.

None.

New Business.

Miller stated that he receives a number of magazines and other information regarding historic topics and wanted to know if there was any interest by the Committee members to review the information. One possibility was having them available at the library, but we would have to check with the director. The other option was to bring the materials to the workshop and make available to those attending.

Miller also asked if the Committee wanted to join the Wisconsin Association of Historic Preservation Commissions. Gray suggested Miller come back with more information about the membership.

Adjourn.

Motion by LaFontaine, second by Wood to adjourn meeting @ 5:10 PM.

All ‘Ayes’ Motion Carried

Respectfully submitted,

Josh Miller
Planner/Zoning Administrator