

**HISTORIC PRESERVATION COMMITTEE MINUTES**  
**OF JANUARY 9, 2012 MEETING**

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

**PRESENT:** Ken Wood, Chairperson; Carl Scott, Vice Chairperson; Alderman Dave LaFontaine; Bill Penker; David Korth; Ken Bargender; and, Keith Meacham.

**ABSENT:** None.

**ALSO**

**PRESENT:** Denise Sonnemann, Executive Director of Main Street Marshfield; Angela McGauley-Jacobson, Planning Intern; Josh Miller, Planner/Zoning Administrator; and, Vickie Schnitzler, Historic Preservation Month Planning Committee member arrived around 4:10 pm.

**Approval of the Minutes of December 5, 2011 Meeting.**

**HP12-01** Motion by Scott, second by Penker to approve the minutes of the 12/5/2011 meeting.  
**All 'Ayes' Motion Carried.**

**Citizen Comments.**

Vickie Schnitzler presented information regarding the use of QR Codes on historic buildings. QR Codes can be placed on buildings and scanned by smart a phone which connects the user to a webpage with historical information about the building. The Historic Preservation Month Planning Committee is hoping to use this technology to highlight the path of the fire in 1887. There is a three phase plan to utilize the QR Codes. Phase I – the path of the 1887 Fire, Phase II – connecting other historic buildings around the community, and Phase III – information on Yellowstone Trail. Vickie wanted to present the information to the Historic Preservation Committee to let them know what the Historic Preservation Month Planning Committee is working on and to see if they could work together on this project. They are proposing a three month trial starting in May and running through July.

The Historic Preservation Month Planning Committee is proposing to use SmartyTags LLC to produce the codes and is looking to work together and may need assistance from the Historic Preservation Committee with funding and/or webhosting. The cost would range from \$29.00 per month for 25 codes to \$79.00 per month for unlimited codes. The Historic Preservation Committee liked the idea and would like to place this item on the agenda for next month. There was also some discussion about incorporating the QR Codes on the downtown plaques somehow. Miller was asked to see if the City could host the website information.

Motion by Alderman LaFontaine, second by Scott to approve spending \$237 for three months of the QR Code website.

Miller suggested that the Committee should not make a motion on an item not specifically on the agenda. The Committee did not vote on the motion, rather recommended placing this item on the February agenda to consider allocating funds on the QR Code project.

Penker asked if other communities are doing this and what type of advertising and promotion will the Historic Preservation Month Planning Committee be doing to promote these activities. Vickie said they will be printing signs and brochures and advertising in the local TV, newspaper, and radio markets.

## **Review of Buildings of Historical Interest List.**

Miller stated that the handout was just an update on the latest information and that they will continue to work on filling out the list with historical criteria information. Wood said that he will be talking to the owner of the former Noll Hardware Building (Railroad Antique Mall) to see if they want the building's history and historic photo placed in the window. This may be an option for other buildings if they don't want a plaque. Miller added that next month they will have information on the space available on downtown buildings needed for 8½" x 11" and 11" x 17" sized plaques as well as cost estimates for the plaques. Miller also stated that the policy may have to be revised to allow the Committee to pay for plaques on buildings that are not on the Local Municipal Register of Historic Places.

## **Update on Soo Line Steam Locomotive No. 2442 Plaque Language.**

Penker took the original wording from Meacham and pared it down, using the major points and provided three different versions of language for the plaque. Alderman LaFontaine liked the first version, but suggested including the language in the third version that explained when the steam engine was used. Scott suggested the Committee look at two different aspects of providing the history of the steam engine; one being a plaque and the other being a historical narrative type sign. Miller will check on whether the Committee can pay for a sign or if they are limited to just a plaque. Wood suggested the Committee members come to the next meeting with their preferred narrative, and make changes if necessary, and then they can vote on the different options in February.

## **Consider Having a Display at the Cultural Fair on February 25, 2012.**

Wood stated that a lot of people were at the Committee's display last year.

**HP12-02** Motion by Alderman LaFontaine, second by Korth to submit an application and pay the \$20 fee to have a display at the Cultural Fair.

**Penker voted 'Nay'; rest voted 'Aye'.**

## **Review of 2012 Budget.**

Miller reviewed the 2012 Budget and stated that staff will continue to update the Committee on the budget throughout the year. Staff was also going to request a carry forward of the plaque funds from the 2011 budget that were not spent.

## **Set Meeting Date and Future Agenda Items.**

The next regular Historic Preservation Committee meeting will be moved to Monday, February 13, 2012 because Miller will be out of town. The agenda should include approval of the January 9, 2012 meeting minutes, review of the plaque language for the Soo Locomotive Steam Engine No. 2442, review of Buildings of Historical Interest list, review cost estimates of downtown historic plaques, and review of proposed 2012 Budget.

## **Adjourn.**

Motion by Alderman LaFontaine, second by Korth to adjourn meeting at 5:00 P.M.

All 'Ayes' Motion Carried

Respectfully submitted,

A handwritten signature in black ink that reads "Josh Miller". The signature is written in a cursive, slightly slanted style.

Josh Miller  
Planner/Zoning Administrator