# HISTORIC PRESERVATION COMMITTEE MINUTES OF JANUARY 7, 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; Ken Bargender; Keith Meacham;

and Bill Penker.

**ABSENT:** None

**ALSO** 

**PRESENT:** Ron Sturomski, Director of Buildings and Grounds for the Marshfield School District;

Denise Sonnemann, Executive Director of Main Street Marshfield; Sam Schroeder,

Planning Intern; Josh Miller, Planner/Zoning Administrator.

## Approval of the Minutes of December 3, 2012 Meeting.

Penker asked to add the wording "while assisting at several events" to the section that talks about Penker's experience under the agenda item Discussion about Advertising and Promoting Marshfield's Historical Resources.

**<u>HP13-01</u>** Motion by Scott, second by Cummings to approve the minutes of the 12/3/2012 meeting

as amended.

All 'Ayes' Motion Carried.

Wood said if there is no objection, they will move the agenda item on the Update about the Marshfield Middle School Repair and Maintenance Projects up and review it first.

### Update about the Marshfield Middle School Repair and Maintenance Projects.

Ron Sturomski passed out the scope of the project and what it entails. All work to be done over the summer. Order of project may be out of order depending on funding. Each phase of the project will maintain the Historical Integrity of the building. Largest cost is Phase 2, HVAC system. That system spurs a lot of other things depending how it's done.

Scott asked about the contractors and who will decide on what type of windows will be used. Sturomski said the contractor will come up with some options for the type of window replacement and the Building and Grounds Committee or School Board will make the ultimate decision.

Scott suggested we send those options down to the State Historical Society for their comments. Sturomski said he was open to doing that.

Cummings asked how efficient the windows are. Sturomski said most of the windows are single panes. The new ones will be double panes and more efficient.

Contractors that have been invited are all experienced in similar types of buildings. Project should take three years, but may be up to four years before all completed.

#### Citizen Comments.

Scott mentioned that on the December 18<sup>th</sup> Common Council meeting, it was discussed about merging the Plan Commission with the Historic Preservation Committee. Ken Wood had not heard anything regarding this at the Plan Commission level. Cummings said the reason they are discussing it is that there is difficulty getting people to sit on the committees.

Scott read a response from the Mayor regarding his email about combining committees. Scott had some concerns about combining the two.

Wood said that Marshfield has the only Historic Preservation Committee in the State and others are Commissions.

Penker asked if there had been any discussion about having a non-resident. Cummings said it's only been a discussion and said in some instances, having the option for nonresidents might be a valid idea.

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

Keith made a list of things that need repair on the 2442. We are now in contact with Steve Sandberg and he is noted for his hands-on experience with Milwaukee #261 and has experience with several display locomotives. Keith will plan on talking to Steve in the near future to discuss some options for repair. Steel-cladding the cab was suggested and that is probably the best way to go in the long run.

Cumming said the interior could be an option to be done later.

Bargender said he talked to a local cabinet guy and said he may be interested in helping out with the project. He said he would take him down to the cab and have him look at it. The Committee said it was a good idea to have a couple of options.

Scott suggested Bargender take some pictures when in the cab in case we wanted to apply for a grant. Bargender already has some pictures from the last time he was there and will send them to staff.

Staff and Meacham will continue to gather information from Steve Sandberg and other sources identified and come back to the Committee as we progress.

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

Bargender had the "Escape" to Central and North Central Wisconsin which is a biannual insert in the Marshfield News-Herald. He said it may be something the Committee wants to advertise in. Scott asked about the coverage and Bargender thought it would cover a number of the Gannett papers in Central and Northern Wisconsin (about 10 counties).

Penker said with a new director at CVB, he was wondering if we should ask for a feasibility study of advertising the historic assets. We should invite the new director to a meeting. Members of the Committee were also curious about when the deadline is to submit an advertisement to the "Escape" insert. Wood will call to find out the deadline for advertising in the "Escape".

#### Update on 2013 Budget.

Miller said the Committee has \$4,030 for 2013 and explained what is budgeted for.

Penker mentioned asked if we could look into spend some money on frames or nicer materials, something more permanent, for the QR code information and historical information put together by Vickie Schnitzler for the downtown buildings. The plaque or frame should be something more uniform that would include more information.

# Discussion about Local Designation and Steps to Listing Properties on the Local Municipal Register.

Scott asked for this item to be on the agenda and wanted staff to explain the process for putting a site on the Local Municipal Register.

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

A special Historic Preservation Committee meeting will be held on Saturday, January 26, 2013 at 8:00 am at the Fire Station to discuss the update to the 2010 Historic Preservation Plan. The next regular Historic Preservation Committee meeting will be Monday, February 4 2013. The agenda of the next regularly scheduled meeting should include approval of the January 7, 2013 meeting minutes, approval of the January 25, 2013 special meeting minutes, and items discussed at the January 26<sup>th</sup> meeting.

### Adjourn.

Motion by Penker, second by Bargender to adjourn meeting at 4:58 P.M.

All 'Ayes' Motion Carried

Respectfully submitted,

Jose Miller

Josh Miller

Planner/Zoning Administrator