

**Columbus Historic Landmarks and Preservation Commission  
Meeting Minutes  
Wednesday, May 24, 2023  
161 North Dickason Boulevard**

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

Attendance: Present Commissioners Altschwager, Elling, Hermanson, Gilbertson, Ulrich and Nichols. Recreation Director Meyers and Alan Strohschein were also present. Commissioner Kaland was excused.

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

Citizen comments on agenda items: Alan Strohschein commented on his recent program with the Historical Society regarding the Hasey Popcorn Wagon.

Approve agenda: Motion by Altschwager, second by Nichols, to approve the agenda as posted. Motion carried unanimously.

Approve minutes from the Regular Meeting April 26, 2023: Motion by Ulrich, second by Gilbertson to approve the minutes as presented. Motion carried unanimously.

Council Liaison Report: Council liaison Gray was not at the meeting.

Staff Report: Recreation Director Meyers noted that she continues to rent the Rest Haven until such time as we know when the construction will occur.

Treasurer's report: Altschwager presented the report as of May 24, 2023.

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|--|--------------|--------------|
| - Susan Stare Auditorium Fund (CD)                   |              | \$ 18,753.00 |
| - Water Tower Fund                                   | 253474       | \$ 3,312.67  |
| - Mary Poser/ Former Columbus Auditorium Corporation | 2502700 (CD) | \$ 30,512.58 |
| - RestHaven Improvement                              | 255362       | \$ 59,222.84 |
| - Façade Improvement Fund                            | 255707       | \$ 130.43    |
| - Columbus Pavilion ADA Accessibility Fund           | 250968       | \$ 3,942.59  |
| - CHLPC Account                                      | 187450       | \$ 37,136.51 |

Altschwager noted that at the beginning of June we will receive interest payments on these accounts, so there will be changes to all accounts at the June meeting. Motion by Nichols, second by Gilbertson to accept the Treasurer's report dated May 24, 2023. Motion carried unanimously.

Motion by Nichols, second by Elling to approve payment of \$126.00 to Beth Altschwager from account #187450 for stamps to mail the sponsorship letters. Motion carried unanimously.

Motion by Nichols, second by Altschwager, to approve payment of \$1,320.49 (Invoice #1794) from account #255362 to Design Coalition on the Rest Haven bid documents and postings. Motion carried unanimously.

Lanyards: Commissioner Nichols brought a sample of the delivered lanyards. Director Meyers will prepare nametags for insertion. Bring them to the June 14 concert for use by all commissioners.

2023 Calendars: Commissioner Altschwager brought the remaining calendars collected from area businesses. These will be distributed at the June 14 concert for donations to get them out.

Rest Haven Subcommittee Report: Chair Hermanson reported that the bid notice had been posted and appeared in the Madison and Beaver Dam papers for two consecutive weeks. The deadline for bids is June 8, 2023 at 4 p.m. She is hopeful to get several bids so that the City Council can proceed to award contracts. If bids are not forthcoming the City may re-advertise. Remaining steps include:

- Receipt of bids by City Clerk
- Review bids by City staff with recommendation to City Council
- Recommendation on funding source by CHLPC based on potential awarded bid amount
- Acknowledge funding of project by City Council
- Award/Rejection of bid by City Council

Summer Concert Series 2023: Chair Hermanson noted that the first concert will be held on June 14 at the Fireman's Park. The location within the park has been changed to allow for more shade and closer to playgrounds. There will be food and beverages at all concerts. Children age 10 and under will be allowed to eat for free.

Ordinance Review Status: The City Council discussed at the May 16 meeting with referral to the Council Subcommittee. No follow-up date has been set for this meeting. Council requested recommendation from their subcommittee within 2 months (August, 2023). All coordination of the meeting to go through Chair Hermanson.

Chair Hermanson expressed frustration with the May 16 meeting comments regarding Commission delays in approvals. She noted that there have not been any formal applications since June, 2022 and prior that time the commission worked hard to get approvals within two meetings. She would like to know the basis for these complaints because she feels they may relate to projects reviewed many years ago, or not at all by the Commission.

Historic Downtown TIF District updates: No action.

Landmarks review process and take potential action: With hopes that the subcommittee will proceed, the group agreed to postpone any action on initiating Landmark Property reviews under the current ordinance. However, they did agree that individual property owners could still pursue local designation by submitting formal applications for designation.

Commissioners agreed to review our potential education activities and the procedures for local designation at the June 28 meeting.

Procedures for checking out materials from CHLPC office:

Commissioners agreed to discuss this in more detail when Commissioner Kaland was present. He may have information regarding how to use library procedures for our materials and identify who may "check out" these materials.

Tour Book Review: A number of books will be brought to the summer concerts for the general public. Cost will be free but request donation.

Webinar on Historic Preservation: Tabled to the June meeting.

Preservation Plan: Commissioner Gilbertson noted that one of the items discussed at the State Conference was the potential for a community Preservation Plan completed by the Plan Commission as part of the City Master Plan.

Election of Officers: 2023-24 officers include Ruth Hermanson, Chair; Elizabeth Gilbertson, Vice-Chair; Henry Elling, Secretary; and Elizabeth Altschwager, Treasurer. Election by unanimous vote.

**Next Meeting date Wednesday, June 28, 2023 at 4:00 p.m.**

Motion by Altschwager, second by Nichols, to adjourn at 5:50 p.m. Carried Unanimously.

Respectfully submitted, Henry J. Elling, CHLPC Secretary