

1 **Historic Preservation Commission**

2 **Meeting Minutes January 18, 2024**

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4 5:41pm Chair Peter Hammer calls meeting to order.

5 In Attendance: Jo Kuehner, Jill McNaught, John Six, Peter Hammer, Kathy Smith, Casey Forsman, Mitch
6 Moberg

7 Approval of meeting minutes for November 16, 2023. Casey Forsman motions to approve the minutes.
8 John Six seconds the motion. Motion carried unanimously.

9 There being no Citizen Business, Chair Peter Hammer moves to agenda item 5, Commission Business.
10 Chapter 2.66 Historic Preservation Ordinance update.

11 City Planner Malissa Paulsen explains that this should go before city council some time next month.
12 Sometime in February is the goal.

13 5:43pm Chair Peter Hammer moves to New Business Draft Historic Preservation Commission Rules and
14 Regulations.

15 Jo Ann Kuehner makes a motion to approve the Commission Rules. Kathy Smith seconds the motion.
16 Motion carried unanimously.

17 Discussion regarding the Westside Historic District sign begins for the traffic calming device that was
18 recently hit.

19 Malissa Paulsen shares with the group that the city's Street Superintendent approached her about
20 potentially not replacing in the current location. This is an opportunity to discuss not putting it back in
21 its place, only to be hit again.

22 Mayor Tony Ketchum approaches the stand to share with the group about the history of the sign design.
23 A group of citizens from the Westside Historic District brought this idea to the city council many years
24 ago. Their concern being that the street was turning into a raceway, and they wanted some way to calm
25 the traffic down. They decided that the best option was to put that circle in at the intersection to force
26 traffic to slow down a little bit. It was a calming effect that the citizens of Westside came to the city and
27 asked that the city put it in. Mayor Ketchum thinks it needs to stay there.

28 The group discusses the options with the sign placement. They discuss the option of moving the
29 location of the sign versus designing the structure of the sign differently. Commissioners share various
30 opinions on the location.

31 Mayor Ketchum adds comment with regards to the members of Westside Park having growing concerns
32 about the increased traffic in proximity of the park.

33 5:49pm Public Works Director Lance Bunker shares with the commissioners the perspective regarding
34 the sign from their department standpoint. It is not a round-a-bout. His opinion is to move the sign out
35 of the intersection as well as the whole designed circle. He asks for the group's opinion. He has had
36 discussions with the Police Department as well. Police does not want speed bumps. Their opinion is
37 that the circle in the middle of the intersection does not slow traffic down.

38 Members of the commission share opinions and ideas about alternative options to the sign placement.

39 Lance Bunker asks for their opinion about keeping a traffic calming circle but relocating it elsewhere
40 such as near the park. He is concerned with the legality of the current circle. Public Works staff are
41 researching this further. The options being something like a chicane that forces traffic to slow down or
42 moving it out of the intersection closer to Westside Park.

43 Malissa Paulsen clarifies what the request is for. The city is asking if the commission has a preference as
44 to where the sign should be placed.

45 Lance Bunker shares that this is the third time this sign has been hit and it costs an upwards of \$5,000 to
46 replace it.

47 Malissa Paulsen will put this topic back on the agenda once the city has more information to provide.

48 Chair Peter Hammer suggests this be put on next month's agenda. He moves to Other Business.

49 Malissa Paulsen encourages the commissioners to hold their elections for chair and request
50 nominations.

51 Peter Hammer does not intend to run for Chair again. Kathy Smith motions to nominate Jill McNaught
52 for Chair. Casey Forsman seconds the motion. Motion carried unanimously. Jill McNaught accepts the
53 nomination for Chair.

54 John Six shares that he was just accepted to be on the city Council. He cannot be on Historic
55 Preservation Commission now.

56 Casey Forsman nominates Jo Ann Kuehner as Vice Chair. Kathy Smith seconds the motion. Motion
57 carried unanimously. Jo Ann Kuehner accepts the nomination for Vice Chair.

58 Malissa Paulsen announces that Jill Anderson has made Malissa the Interim Community Development
59 Director

60 6:06pm Casey Forsman would like to discuss updating the historical paint palettes. She would like to
61 have that in place. She suggests this be put on next month's agenda. She can bring in the samples next
62 month.

63 Malissa Paulsen can also contact Sherwin Williams for updated palettes. The group can discuss updating
64 the section of the code in regard to paint colors. She thinks it is helpful for homeowners and business
65 owners. She encourages the group to provide the community with more resources.

66 Peter Hammer would like to discuss grant opportunities for the Colony House. He would like to explore
67 grant opportunities to help spruce up that property.

68 Malissa Paulsen recommends the commission reach out to the owner of the property to let them know
69 the Historical Preservation Commission is here to help provide resources and opportunities. The first
70 step would be to contact the owner.

71 Jill McNaught motions to adjourn the meeting. John Six seconds the motion.

72 6:12pm Meeting is adjourned.

73 Approved by: _____

74 Chair, Peter Hammer

75 Recorded by: _____

76 Permit Technician, Laura Fisher