



City of Northfield

City Hall
801 Washington Street
Northfield, MN 55057
ci.northfield.mn.us

Meeting Minutes - Draft Heritage Preservation Commission

Thursday, August 18, 2016

4:30 PM

Council Chambers

I. Call to Order and Approval of Agenda

Also Present: Scott Tempel - City Planner, Hannah Pahs, Leander Fried, and Logan Ledman - Youth Members, and Barb Neitzel - Recording Secretary

Introductions were made to new youth member Logan Ledman who is in his sophomore year of high school.

Present: 6 - Robert Craig, Jason Menard, Peter Carlson, Clifford Clark, Barbara Evans and Dan O'Leary

Absent: 2 - Jim Herreid and Bob Will

II. Approval of Minutes

1. [16-361](#) Approve July 21, 2016 Committee of the Whole Minutes

Attachments: [07-21-16 HPC Minutes](#)

A motion was made by Board Member Carlson, seconded by Board Member Craig, to approve the July 21, 2016 HPC Committee of the Whole Minutes. The motion carried by the following vote:

Yes: 6 - Board Member Craig, Board Member Menard, Board Member Carlson, Board Member Clark, Evans and Board Member O'Leary

IV. New Business Items

2. [16-362](#) Confirmation of Actions of Committee of the Whole

Attachments: [300 division staff report](#)
[Sketchy Artist Sign rendering](#)

A motion was made by Evans, seconded by Board Member Menard, to approve Confirmation of Actions of Committee of the Whole. The motion carried by the following vote:

Yes: 6 - Board Member Craig, Board Member Menard, Board Member Carlson, Board Member Clark, Evans and Board Member O'Leary

III. Unfinished Business

3. [16-363](#) Discussion on Celebration

Attachments: [HPC Celebration](#)
[HPC Members since 1982](#)

B. Evans distributed a revised sheet detailing the HPC's 50 Years of Preservation Celebration tasks - a copy of which is attached to these minutes. Each item was discussed. It was determined the survey would be presented to the City Council on October 4, 2016. Prior to this meeting, an article written by Baird Jarman related to the preservation movement will be published in the Northfield News. The event to present the survey to the public will also include an invitation of former HPC members.

S. Tempel distributed some of the property folders within the historic district to various HPC members in order for them to present the survey and interview the owners of the buildings. He will gather the addresses and contact information for the remaining properties and email the HPC members to pick them up. S. Tempel and J. Menard will compile the data gathered from the interviews.

V. Reports and Discussion Items

S. Tempel noted the owner of the Ruebenstein will be presenting a request in the near future to change their awnings from red to black.

C. Clark reported on the process of historic preservation in Europe after his recent visit there.

- a) Commissioner Comments and Reports**
- b) Staff Updates and Reports**
- c) Comments from the Chair**

VI. Adjournment

A motion was made by Board Member Craig, seconded by Evans, to adjourn the meeting at 5:37 p.m. The motion carried by the following vote:

Yes: 6 - Board Member Craig, Board Member Menard, Board Member Carlson, Board Member Clark, Evans and Board Member O'Leary

8/18/16 Revision: HPC 50 Years of Preservation Celebration Tasks

1. Letters to Editor **Guest Columns (50 words min. no photos)** re: HPC, Northfield History--monthly beginning August (**Barb and Cliff and others**):

Alice Thomas: New Date --should be 1st guest column **AFTER** Intro article

- **Barb** is meeting with Northfield News next Wed. (8/17) at 10:00 AM **Done**
- Facebook site will piggy back on "Old Northfield"—**Hayes** working on it
- Same info can be in newspaper, Facebook and NHS sites
- Will use email to get topic suggestions and writers

Scott, Barb and Hayes will write Intro article that NN will run as feature that will kick off a series of Guest Columns. #6 date is key to all of this.

2. Locate old mural of downtown buildings from 1950s--**Jim ???**

3. Gather historic photos from 50s and 60s

- **Hayes and from Survey**
- Preservation article before/after spread in Northfield News
- **Jim** has additional photos (look for Bjorker and Neuger)
- **Jim** - set up meeting time with Hayes to share the photos!
- **Scott** (with help from Barb) writes **DATE for 1st article in News**

4. Facebook HPC page--Scott and Barb (up now)—add Barb and Jason as administrators. **CHANGED**. Hayes suggested that we use the "Old Northfield" Facebook page, which already has followers. Scott checked on that and it's OK with the city as long as we don't do any official business on it and that we don't use the city's logo. I'll find out who has administrative privileges on this and when we get it going. That will include using other Northfield Facebook pages to direct some traffic our way: This is Northfield and others.

5. **Youth members** write article(s) to promote historic preservation at high school and Arcadia—nothing in place yet.

6. Host event to present survey to public (after council has it) **Scott** will plan—

- Invite former HPC members (September) **Set date and time all others off of this date**
- **All Commissioners help**

7. Survey downtown owners in person or through Survey Monkey to receive

input and distribute information:

- _Who? All HPC members
- _When? ASAP (Scott)
- _How many? Scott will divide up and decide as some owners own multiple buildings. **Status, Scott?**

8. Publish "mystery photo" in newspaper and/or Facebook

- _Old Northfield
- _"This is Northfield" and others **Northfield News = yes**
- _**Barb** figures out how to run after linking with other FB pages and consulting **Jason and his wife?** Barb has the photos ready to go.

9. Scavenger Hunt of some kind---**Jason, his wife, and Barb**

- _Coordinate on Facebook **Northfield News interested in participating**
- _Participants use Northfield Historical and NHS podcasts to solve

10. Monthly talks on preservation shepherded by Northfield Historical Society?

- _Cliff, Barb, Hayes
- _When? **2 between now and the end of 2016. More in 2017**
- _How many? (Ideas: Downtown Walking tours, Archer House **Barb coordinates**

***REVISED after talking to Hayes. Our number and timing won't work. So now we're looking at 2 talks between now and the end of the year and continuing in 2017 with 2 or 3 more. **Barb will get topic ideas from Commissioners and from Hayes and Scott and ask people to give the talks.**

Possible ideas:

On Actual Restoration:

Business: Alice Thomas, Dave Hvistendahl, Nutting Bldg,

Armory? Lockwood Opera House, Scriver Building

Schools: Carleton, St. Olaf, others?

Homes (Thomas, Hvistendahl, Lord House, Nutting House)

Churches: UCC, All Saint, others

Preservation:

Design and Purpose (Cliff?)

How to begin

HPC and national guidelines

Others: Workshops for owners—Scott; History Happy Hour, HPC can do the preservation business and NHS can do the social/entertainment (if applicable)