

**MINUTES
CITY OF DELANO
HISTORIC PRESERVATION ADVISORY COMMITTEE
Monday, August 3, 2009
7:00 p.m.**

1. CALL TO ORDER

Chairman Bob Heltemes called the meeting of the Historic Preservation Advisory Committee to order on Monday, August 3, 2009 at 7:00 p.m. in the City Hall Conference Room.

2. ROLL CALL

Members Present:

**Marla Frach, Secretary
Jon Steinmetz, Member
Brad Bruhn, Member
Jason Thompson, Member**

**Members Absent: Bob Heltemes, Chairman
Robert Gruba, Member**

**Also Present: Holly Schrupp, Council Liaison
Marlene E. Kittock, City Clerk
Wally Grotz
June Sutton
Jim Neiman
Chad Larson
Ron Larson**

3. APPROVAL OF AGENDA

4. MINUTES

The minutes for January 5, February 2, March 2, April 6, May 4, and June 1 were distributed; Committee agreed to table approval allowing members opportunity to thoroughly review.

5. OLD BUSINESS

A. MEMBERSHIP

Holly Schrupp suggested nominating Debbie DeBeer for the Historical Preservation Committee to the next City Council meeting.

B. ELECTION OF OFFICERS

Election of Officers was tabled to be discussed at a future meeting.

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C. GENERAL MEETING DATE, TIME AND LOCATION

Motion by Brad Bruhn, seconded by Jason Thomas to hold the Regular Meetings at the Preservation Committee at 6:30 in the City Hall on the 1st Monday of Month. Motion Carried 4-0

D. REVIEW BYLAWS AND ORDINANCE OF THE HISTORICAL PRESERVATION COMMITTEE

Staff distributed the Bylaws and Ordinance that established the Preservation Committee. The Committee was instructed to review and have amendments, if necessary, for discussion at the next meeting.

Jon Steinmetz and Holly Schrupp outlined the reason for separating the Preservation Committee and the Society Meeting from one another.

E. BUILDING PRESERVATION

Committee members discussed the use of the upstairs by non-profit groups; currently they are not required to pay a damage deposit or usage fee. The Members discussed their concern due to no supervision and the inability to distinguish accountability for any damage that may occur. The Committee felt that after each use Staff should inspect the building to insure that it is locked, garbage has been removed and check for any possible damages.

The Committee talked about moving items currently stored in the building to different locations; creating display(s) at the bank, the library, the schools, and maybe even at Coborn's. This would get people interested in the center and may generate people's interest in volunteering or possibly donating items or monetary donations.

Members discussed the grant that had been awarded. A formal request will be submitted for the Dream Team grant funds to be marked for soft costs such as architectural drawings and other similar expenses that can be completed before the actual renovations of the building. Discussion continued regarding various repairs to the building such as the roof and sprinkler system, the removal of false ceiling tiles and needed repairs to the steeple. The building is also very musty and discussion of a mold test may prove necessary.

6. ADJOURNMENT

There being no further business to discuss the Historic Preservation Advisory Committee meeting of August 3, 2009 was adjourned at 8:25 p.m.

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The next meeting is scheduled for September 7, 2009, at 6:30 p.m. in the Conference Room at Delano City Hall.

Bob Heltemes, Chairman

Marla Frach, Secretary

ATTEST:

Marlene Kittock, City Clerk/Treasurer