

**MINUTES
CITY OF DELANO
HISTORIC PRESERVATION ADVISORY COMMITTEE
Monday, March 2, 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, March 2, 2009 at 7:00 p.m.

2. ROLL CALL

Members Present: Bob Heltemes, Chairman
Marla Frach, Secretary
Jon Steinmetz, Member
Brad Bruhn, Member
Jason Thompson, Member
Holly Schrupp, Council Liaison

Members Absent: Robert Gruba, Member
Holly Schrupp, Council Liaison

Also Present: Marlene E. Kittock, City Clerk
Debbie DeBeers
Chad Larson
Theresa Beussman
June Sutton
Dave Nielson

3. APPROVAL OF AGENDA

4. MINUTES

The minutes were not available for review.

5. OLD BUSINESS

A. General Discussion

Recipe Book

Recipes collected were given to Bob Heltemes. Heltemes reported that Precision Prints had quoted \$6 to \$7.50 per book for an order of 750 cookbooks, each book having 200 pages with 10 gloss index tab sheets. Discussion and consensus was made for an initially order of 300 books.

Mayor Joe McDonald had suggested that coupons be available within the book as sponsorship, offsetting printing cost. Jason Thompson stated that Coborn's may be interested in sponsoring. Thompson stated that coupons should not include expiration dates. Recommended sponsorship fees were set at \$50.00 - \$75.00. Commission will outline the requirements and benefits per sponsorship fee.

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Members voiced various opinions and suggestions regarding the Recipe Book content: Heltemes would like to include historical pictures of citizens, Debbie DeBeer suggested a helpful hint section (i.e. stain removing recipes), DeBeer also suggested writings to include the History of the Heritage Center, noting Francis Johnson as author for this article, and Commission proposed including additional historical buildings from the Delano area.

Chamber Expo

Historical Society has a booth at the Chamber Expo on April 4, 2009 from 9:00 AM – 1:00 PM. Commission members will be preparing and serving samples from the cookbook. Order forms for the cookbook “Savoring Delano’s History” will be available.

July 4th Celebration Float Plans – Replica of Heritage Center

Brad Bruhn stated his concerns regarding the material cost for the playhouse size replica of the Heritage Center. Commission discussed revising the playhouse plan to building bird houses instead. The Delano Catholic Community has ceramic replicas of two Catholic Churches; Frash will ask Barb Merriman if this would be viable option for the parade. Commission discussed what to do with the playhouse replica after the parade, whether a raffle would be an option or other suggestions. Commission agreed to continue discussion on July 4th Float Plans.

Raffle Ideas – contact Knights of Columbus

No discussion was made regarding the Knights of Columbus assistance regarding a raffle.

Coborn’s Hot Dog Booth

Jason Thompson is in contact with Coborn’s; a tentative date for the hot dog fund raiser is either the 2nd or 3rd week in June.

Historical DVD’s availability

Debbie DeBeer is pursuing permission from the GFWC for resale of the “History of Delano”, “Delano Flood” and “Veteran” videos at various events with the profits going to the Historical Society.

History of area cemeteries

Charlie Rieland is continuing to transfer cemetery records, that he has compiled, unto a DVD and will update Commission once completed.

Other fund raising ideas

DeBeer will follow-up with an Antiquities photographer referral she received from Holly Schrupp. She also has contacted a volunteer group of mural painters, Walldogs (www.walldog.com) who may be available to restore old advertisements that had previously been painted on historical buildings within the City.

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Building maintenance and security

Concern was expressed for the maintenance and security of the building. There are holes in the stairwell that were caused many years ago, the floor needs to be refinished, the blinds need to be replaced or repaired, the hand railing needs to be reattached, some ceiling tiles are stained or have been removed for inspection and will need to be replaced, weather stripping of the east door is missing, a different door has been forced opened and the wooden edge of this door is broken, and a closet must be cleaned out and organized. Debbie DeBeer asked if the City's Janitorial contractor cleans the Heritage Building. Marlene Kittock explained that the Historical Society had previously stated they would clean the lower level with volunteers. The upstairs/Community Room was included within the City's Janitorial contract with minimal cleaning such as sanitizing restrooms and the sweeping/mopping of the upstairs floor, as needed. The Boy Scout and Girl Scout groups, for example, are to self police their cleanup during their activities. Staff does inform the Janitorial contractor of rental events for extra cleaning issues. Commission members voiced their concern for cleanliness and security following rental events of the Community Room. This is a valid issue and will be discussed further at future meetings.

Motion by Jon Steinmetz, seconded by Jason Thompson to recommend to the Council that the City solicited quote and authorize hiring someone to repair walls, handrail, blinds, door, and ceiling tiles and to refinish the hardwood floor. Motion carried.

6. ADJOURNMENT

There being no further business to discuss the Historic Preservation Advisory Committee meeting of March 2, 2009 was adjourned at 9:00 p.m.

The next meeting is scheduled for April 6, 2009 at 7:00 p.m. in the Boardroom at The Delano/Franklin Heritage Center Building.

Bob Heltemes, Chairman

Marla Frach, Secretary

ATTEST:

Marlene Kittock, City Clerk/Treasurer