



**Minutes of the
Heritage Preservation Commission (HPC)**

**Held at 5:00 p.m., June 14, 2016
Committee Room, Anoka City Hall**

I. **Call to Order** Chair Ward called the regular meeting to order at 5:05 p.m.

II. **Roll Call**

Members present: Jake Collins, Colleen Hansen, Cory Rahn, Barb Thurston, Bart Ward

Members absent: Peg Flaig, Tim Nigh

Staff present: Clark Palmer, Associate Planner

III. **Approval of Minutes**

**MOTION MADE BY COMMISSIONER HANSEN, SECONDED BY
COMMISSIONER THURSTON TO APPROVE THE MAY 10, 2016, REGULAR
MEETING MINUTES. MOTION CARRIED 5-0.**

IV. **Public Forum**

No public comment(s)

V. **Old Business**

A. **Franklin Elementary School Sign Project**

Associate Planner Palmer provided a final update on the completed project. Mr. Palmer opened a discussion on how the project went.

Chair Ward asked what school should be next for the creation of a similar sign. Commissioner Thurston said Washington School and asked that the item be included on the next regular meeting's agenda.

Commissioner Collins expressed concerns about sharp corners on the sign that could pose a risk to students. Mr. Collins said he talked with school officials about his concerns, and they said they would install protective bumpers on the corners of the sign.

The Commission had a brief discussion on the cost of the Franklin sign. Chair Ward said the cost of the sign was a lot more expensive than the last one (i.e., Sandburg). Commissioner Thurston said the cost was more because it was bigger and that she did not think future signs needed to be that large; she said somewhere in-between the Franklin and Sandburg signs was appropriate. Mr. Palmer advised that the cost of the sign was \$1,794.19.

B. National Register Plaques Project

Associate Planner Palmer provided an update on the project. Mr. Palmer advised the Commission that all the signs have either been installed or delivered to the private property owners who will be installing the sign themselves.

Chair Ward asked if the folks from the Woodbury House got back to Mr. Palmer regarding the plan to have the dedication ceremony there. Mr. Palmer advised that he had heard back from them and they are excited to host the event. Mr. Palmer further advised that the preferred time to have the event is sometime after 2 p.m.

Commissioner Rahn asked if we have met the requirements for the grant. Mr. Palmer advised that all work was supposed to be completed by June 1st and that the grant report is due by June 30th. Mr. Palmer said he will complete the grant report by the end of the month and that we are on track to meet all the grant requirements.

The Commission discussed invitees to have at the dedication event.

Mr. Palmer advised the Commission that he had to order additional wall mounting studs after the original studs were misplaced. The additional cost was about \$27.

The Commission discussed the cost of having a private contractor install the plaques at the Anoka Post Office and Jackson Hotel. Commissioners said they were okay with picking up the cost, which at most should be a couple hundred dollars.

MOTION MADE BY COMMISSIONER THURSTON, SECONDED BY COMMISSION COLLINS TO COVER THE COST OF PAYING FOR THE PRIVATE CONTRACTOR TO INSTALL THE TWO WALL MOUNTED PLAQUES AND TO PAY FOR THE ADDITIONAL WALL MOUNTING STUDS ORDERED AND SHIPPED TO MR PALMER. MOTION CARRIED 5-0.

Mr. Palmer advised the Commission that, because at the time of the meeting the cost of the work was yet to be determined, if the cost of the wall mounting exceeded a couple hundred dollars, he would hold off on paying the invoice and bring the item back for discussion.

C. Historical Resources Inventory

Associate Planner Palmer let a discussion on work to assemble a list of citywide historical resources to identify and propose means of protection/preservation.

Commissioner Thurston asked that the state hospital be added to the list.

The Commission discussed various local schools to add to the list and well as all city parks.

Commissioner Hansen asked that Anoka Grain be added to the list.

Commissioner Thurston asked that Pease Printing be added to the list.

Commissioner Thurston suggested that everyone assemble a list of their choices and bring them back to the group.

Commissioners Thurston and Collins proposed local designation as a means of preservation.

V. **New Business**

A. **2016 Anoka Riverfest & Craft Fair**

Chair Ward opened up the discussion of the item and mentioned plans to share a booth at the fair with the Anoka County Historical Society.

The Commission discussed ideas for accomplishments to showcase at the fair.

Commissioner Collins proposed the idea of using a computer with projector for the display of accomplishments.

Commission Collins proposed mounting an HPC banner with logo on the top of the tent.

VI. **Committee Reports**

A. **Sandwich Board Committee**

Associate Planner Palmer shared a list of current residents who are interested in either receiving a new or replacement sign.

The Commission discussed pricing for the signs. Mr. Palmer advised that he would contact Sign Station to get a quote on how many signs would have to be purchased in order to achieve a price comparable to past years. Commissioner Rahn said he recalled 7 being the magic number for placing an order.

The Commission discussed and decided that an ideal age of homes to award sandwich boards to is 75 years.

Commissioners said they prefer residents interested in replacement signs to pay for them before an order is placed.

Commissioner Hansen asked if members should be looking for other houses for consideration of awarding a sign to. Commissioner Thurston said we might have enough for this year's awards, but a list should be created and maintained.

B. **Home and Garden Tour Committee**

Commissioner Thurston led a discussion on the plan for this year's Home and Garden Tour.

C. Tourism Committee

The Commission had a discussion about the Halloween stamp unveiling event in September. Commissioner Rahn proposed having a booth at the event. Commissioners thought it was a good idea.

D. Historic Vignette Committee

No report.

NOTE: Commissioner Thurston departed early at approximately 6:15 p.m.

VII. Miscellaneous

Associate Planner Palmer provided an update on the prospective development at the corner of 2nd Ave and Harrison St. Mr. Palmer advised that a purchase agreement has been signed but he was unsure when construction will begin.

Mr. Palmer led a brief discussion on the Commission's work to explore expansion of historic districts in the city.

Mr. Palmer told the Commission that he purchased frames for the 2015 HPC awards with his own money and was seeking reimbursement in the amount of approximately \$25.00

MOTION MADE BY COMMISSIONER RAHN, SECONDED BY COMMISSIONER HANSEN TO APPROVE THE REIMBURSEMENT TO ASSOCIATE PLANNER PALMER FOR OUT OF POCKET COSTS FOR THE PURCHASE OF THE 2015 HPC AWARDS FRAMES. MOTION CARRIED 4-0.

VIII. Adjournment

MOTION TO ADJOURN BY RAHN AND SECONDED BY COLLINS. MEETING ADJOURNED AT 6:29 PM. MOTION CARRIED 4-0.