

Decorah Historic Preservation Commission  
April 8, 2019 Meeting Minutes (FINAL)

1. **Roll Call.** Commission chair Mark Muggli called the meeting to order at 4:35 p.m. Present were Adrienne Coffeen, Lois Humpal, Hayley Jackson, Steve Kelsay, Diane Scholl and Judy van der Linden. Decorah resident Janelle Pavlovec also attended.
2. **Review and approval of Minutes from March 4, 2019 meeting, distributed by Commission secretary Judy van der Linden.** MOTION - Adrienne moved, Lois seconded and commissioners approved a motion to approve the minutes as written.
3. **Continuing education opportunities.**
  - a. **Winneshiek County Historic Preservation Commission has said informally that it intends to hold a workshop in early May.** Commissioners should keep this in mind and pass on any details they learn.
  - b. **Preserve Iowa Summit, Newton, June 6-8, 2019. [Newton is a Main Street program city, its downtown is on the National Register, and there are a number of individual NRHP sites within the city.] Registration is now open, at a cost of only \$55, rather than \$155 after May 24.** Mark plans to go. Others should let him know soon if they'd like to attend.
  - c. **Preserve Minnesota Summit, St. Cloud, MN, Sept. 11-13, 2019.**
  - d. **Wisconsin Local History/Historic Preservation Conference, Lake Geneva, WI, Oct. 25-26, 2019.**
4. **Luther College Campus Historic District update.** Mark reported he has completed a draft of a grant proposal to fund the NRHP application for the district. He will send it to the college for review. He hopes to get the endorsement of the city council at its meeting April 15.
5. **Report by Mark on Snohetta April 3 long-range planning presentation at Vesterheim.** Mark reported Vesterheim is exploring with Snohetta ways to create a large, welcoming space. This is a long-range, very long-term project. Mark emphasized to Vesterheim that DHPC is interested and would like to be kept informed.
6. **Report by Hayley on Luther College Women's Club Program "Current News," March 19, 2019, 1:30, Peace Dining Room.** Hayley said five organizations' representatives talked about their groups' projects. Two persons, Mary Jane Maly and JoAn Stevenson, told Hayley afterwards that their homes were Altfillish-designed and that DHPC members are welcome to see them. The Maly home is at 107 Western St.
7. **May Historic Preservation Month activities.**
  - a. **Historic Preservation Awards.** Members approved of Mark's written rationale for the awards and suggested several minor changes.
    - i. **Place (at Weiser Carriage House), date and time: 5:00-6:00, Monday or Wednesday, May 13 or 15.** *Mark will contact Steve Runde again to try to pin down the date and ask if Steve wants to make a presentation.*
    - ii. **Presentations.** St. Benedict priest will do the church's presentation.
    - iii. **Refreshments.** *Mark will bring red and white wine; Adrienne, a non-alcoholic beverage; Diane, cheese and crackers; Judy, cookies; Hayley, a*

*baked item and her vintage tablecloths; Lois, small plates and napkins. Mark will print the two award certificates.*

**b. Other activities.**

- i. Water Street Scavenger Hunt -- see draft, and consider distribution, etc.** Members suggested changes to the scavenger hunt draft. *Mark will determine how to add a QR code to the draft and Judy, Adrienne and Steve will finalize photos and text.*

- 8. Planning and Zoning issues related to signage and renovations on historic buildings and in historic districts -- see study signage draft distributed by Steve Kelsay.** Commissioners discussed and suggested changes to Mark's draft memo to P&Z, BoA, the mayor and city manager. The memo outlines why DHPC should advise on building signage and renovations and ways we might do so. MOTION - Mark moved DHPC request an advisory role for all historical properties -- ones individually listed, ones within historic districts, and ones that may be eligible for listing -- with regard to signage, rehabilitation, remodel and demolition. Steve seconded. Members voted to approve. *Mark will rework and clarify parts of the draft memo.* Steve's signage guidelines draft was then considered and partly edited by the group. *Judy and Steve will finish the edits, with a goal of having Mark's memo and Steve's guidelines completed by May 1st.*
- 9. Charles Altfillisch project update.**
- a. Luther College acquisition of Altfillisch papers update.** Hayley reported she picked up final Altfillisch items from the Mound Street house and will finish the inventory and gift paperwork soon.
- b. Long-term goals and ongoing tasks for Commission members.** Postponed.
- 10. Local historic resources and Wikipedia -- note newly shared Google doc for recording existing articles.** Mark said that to write a new Wikipedia article, one must edit ten articles previously. He suggested we might, under a single name, edit some existing Wikipedia articles and then write our own about Decorah resources. He encouraged commissioners to add to his Google doc list of existing Decorah articles.
- 11. Broadway-Phelps Park amendment.** *Mark will send a photo of the finished St. Benedict Church addition to SHPO for their approval.*
- 12. DHPC Municipal website revision.** *Mark plans to fix changes to the website.*
- 13. Commissioner Reports.** Mark said he is encouraged by restoration of the Mott building for Impact Coffee. Judy reported she met with Jon Lubke and gave him information about Decorah's historic districts and individually listed NRHP sites for the Beacon website maps. Hayley reported she will be out of the country during June.
- 14. Public Comment.** Janelle urged commissioners to be more aggressive in asking to advise on downtown signage and other matters. *Mark will keep that in mind as he edits his memo.* Janelle also suggested we talk to Val Tindle about the Lanesboro HPC, which has design review.
- 15. Possible upcoming meetings: Monday May 6, 2019; or no May meeting because of Historic Preservation Award ceremony.** Members tentatively agreed to meet May 6 at 4 p.m. to finalize plans for the award ceremony. This may change if the ceremony date is changed.