

Decorah Historic Preservation Commission
January 13, 2020 Meeting Minutes (FINAL)

1. **Roll call.** Meeting was called to order at 4:32 by chair Mark Muggli. Also present were commissioners Adrienne Coffeen, Steve Kelsay, Hayley Jackson, Diane Scholl and Judy van der Linden. Lois Humpal was absent.
2. **Review and approval of Minutes from December 9, 2019, distributed by Commission secretary Judy van der Linden.** Minutes were approved with one change: Addition to #7 of David Wadsworth as a candidate for 2020 Historic Preservation award for his renovated house on East Main Street, as suggested by Steve.
3. **Election of 2020 officers.** Steve and Diane nominated Mark to serve another year as chairperson, Diane nominated Hayley for another year as vice chair, and Steve nominated Judy again for secretary. All were seconded and approved.
4. **Decorah Commercial Historic District.**
 - a. **DHPC downtown signage.** DHPC has not been contacted by the city street committee.
 - b. **Revision of Decorah ordinances Chapter 15 “Design Criteria” and permitting process for C-3 zoning district.** Mark reported that Chad will take the proposed revisions to the Retailers Group on Jan. 14 and will contact us afterwards. Likely schedule is that by Feb. 10, Mark and Steve’s task group will develop a final draft, DHPC will review that draft and recommend action to P&Z, P&Z will begin review, and a copy of the draft will be sent to the State Historic Preservation Office (SHPO). By March 9, P&Z will finish its review and set a public hearing in April. After the hearing, city council will begin considering the revisions.
 - c. **Building design guidelines development.** Judy reported the group met once, and will use guidelines from Le Grande, Ore., as a template. Steve passed out copies of a possible outline and material to be included. Commissioners agreed the guidelines should be relatively short and ideally should mirror city ordinances but not serve to replace the ordinances. Steve suggested John Jenkins be part of the development process. *Judy will send Steve the template from Le Grande.*
 - d. **Masonry education project.** Mark spoke with Lloyd Bolz, who could not think of other buildings besides Lee Zook’s that had a “brickwicking” problem. Steve met with Deb at Copyland. He will check her roof, but thought her building’s water problems may not be caused by brickwicking. Mark suggested we need more than one building experiencing brickwicking before scheduling a masonry education program.
5. **Broadway-Phelps Park Historic District.**
 - a. **First Lutheran Church.** Mark reported First Lutheran Church has hired a fund-raising consultant to determine how much money the church might be able to raise for building work. Architects will draw up plans accordingly. Mark attended a meeting between church members and the consultant and felt there was strong interest in preserving the old building. There are no decisions yet.

6. **Luther College Campus Historic District.** Mark carefully read Jan's application draft and sent her several comments. He believes SHPO will respond to the draft sometime in January or early February. It's possible Jan's application could go to the State Nominations Review Committee in April.
7. **Historic Tax Credit public meeting.** David Wadsworth has not yet contacted Mark about the status of his tax credit application.
8. **Annual CLG report due March 6.** Mark will get commissioners a draft by the Feb. 10th DHPC meeting. CLG reports are now filled out and submitted online. Mark hinted that the report discussion at next month's meeting would be a good time for commissioners to suggest projects for 2020.
9. **Charles Altfillisch project.** Members discussed: How to use the digital newspaper search to look for buildings that Hayley assigned them from the new project list; what information to note during their searches, and how to enter it into the DHPC Google document about Altfillisch buildings. Mark believes Altfillisch biographical information and mentions of major storefront renovations should be saved. Adrienne reported she found one newspaper article mentioning five Altfillisch homes and another about CA's work at Pacific Lutheran College in Tacoma, WA. *Hayley will contact the archivist at Pacific Lutheran to see if they have files on CA.* Mark wondered if DHPC at this point shouldn't narrow the Google doc list to buildings that could be in a brochure. *Mark will make a draft list of 1st, 2nd and 3rd choice buildings and email it for remaining commissioners to consider.*
10. **May Historic Preservation Month activities.** Preservation award possibilities include David Wadsworth (East Main Street house); Stan Fullerton (Impact Coffee), and John and Llew Jenkins (the inside of their CA home). MOTION -- Steve made and Hayley seconded a motion that DHPC give two awards this May, one to David for the residence and one to Stan for a commercial building. Mark felt the award presenter should also say that Stan added a 19th century cupola atop a house on Leif Erickson. Motion passed. *Mark will contact the two men.* Once the two of them confirm, commissioners can decide who will do presentations at the award ceremony. Members discussed but did not decide on possible other preservation month activities. *Commissioners should bring ideas for activities to the February meeting.*
11. **Commissioner Reports.** Adrienne mentioned that the downtown of Lisbon, Iowa, is now on the National Register of Historic Places. A history program has been created for Lisbon 3rd graders. Adrienne suggested something like that that might work for Decorah. Steve suggested the Decorah library might cooperate with such a program.
12. **Public Comment.** There was none.
13. **Possible upcoming meeting: Monday, February 10, 2020, 4:30 p.m.**
14. **Adjournment.** The meeting was adjourned at 5:48 p.m.