

Decorah Historic Preservation Commission
Minutes of October 27, 2021 Meeting (FINAL)

1. **Roll Call.** Mark Muggli, Chair, called the meeting to order at 4:30 pm. Present were Mark Branum, Adrienne Coffeen, Karen Tjossem, Diane Scholl and Judy van der Linden. Hayley Jackson was absent. Decorah resident Janelle Pavlovec also attended.
2. **Review and approval of September 29, 2021 minutes; distributed by DHPC secretary Judy van der Linden.** Mark proposed adding a phrase to item #6 regarding the Hacker-Nelson building facade. With that change, minutes were adopted.
3. **C-3 District Mural Guidelines update.** Mark reported that a mural permit form developed by city zoning inspector Greg Swanson was presented to Planning & Zoning in October, to be acted on at its November meeting. After P&Z approval, Greg will begin using the form with its attached DHPC mural guidelines.
4. **Broadway-Phelps Park Historic District Boundary Increase update.** The State Nominations Review Committee on Oct. 8 voted unanimously to approve DHPC's proposed BPPHD expansion, Mark reported. One correction needs to be made to the application (one roof is concrete tile instead of asphalt), but Mark has not heard anything yet from the State Historic Preserves Office. *Judy will propose a celebration.*
5. **NAPC Webinar on reading architectural drawings.** Karen and Mark attended this webinar.
6. **Historic Preservation and Disaster Preparedness.** Karen met with City Manager Travis Goedken and learned Decorah doesn't have its own disaster preparedness plan, but operates under the county's, which is concerned more with systems than buildings. Travis said flooding is the main danger. He will support whatever DHPC might want to do regarding buildings. *Karen will send members a link to flood maps.*
7. **Charles Altfillisch project.**
 - a. **Web content, costs, and potential funding.** Mark reported that Iroc of Calmar could prepare DHPC's Altfillisch content for the city website for \$350-550. Also, Jessica Rilling, Decorah Chamber director, offered to lay out and produce the Altfillisch brochure, except for the maps, for free. A run of 1,000 brochures would cost \$500; production of the four maps would be \$1,500. She also offered to host the web content on the "Visit Decorah" website. DHPC could apply for Hotel/Motel tax funds, requesting \$500 for printing brochures, \$500 for Iroc and \$1,500 for maps; a total of \$2,500. Mark B. encouraged using Iroc to produce content in web page format. Commissioners were supportive of having the web content on both the city website and on "Visit Decorah." MOTION: The Chair made and Karen seconded a motion that DHPC finish developing all web content and give it to Iroc by Dec. 1, with a plan to have the website done by Feb. 1, costs as listed above to be covered by a Hotel/Motel tax grant that Mark will apply for before Nov. 18. Motion passed unanimously. Karen pointed out the grant is not guaranteed. *Karen will take photos of brochure properties; Mark will get addresses to her.*
 - b. **Progress report.** Mark mentioned the grouping of properties in the brochure is uneven, and there are still questions about other properties to be added, deleted

or moved. Commissioners noted: The Zahasky property at 620 Center St. was designed by Hale Coffeen; the owners of 500 5th Ave. have blueprints for the house and gave DHPC permission to post any photos of it on the website; the home and stone staircase at 414 North St. are possible Altfillisch designs being checked out by Diane. *Judy will check ownership of 414 North St. at the courthouse for the years 1938-40.* Over the next month, Mark will assign buildings to some members. He suggested he and Judy decide on and finish editing the content before Dec. 1 to streamline the process.

8. Contacts:

a. Drew Pellett, United Methodist Church. Drew asked Mark about tax credits and other funding the church might receive because it is part of BPPHD.

b. Brett Reese, Rebound Properties. Brett never responded to Mark's call.

9. Commissioner Reports. Judy said she presented a program on the local suffrage movement at a Decorah Genealogy Association meeting on Oct. 25. Renovation of Mark Branum's brick building on Washington Street is nearly complete.

10. Public Comment. There was none.

11. Possible upcoming meeting Wednesday, November 24, 2021, 4:30 pm.

a. Meeting time. Mark B. said the later meeting time of 4:30 worked better for him.

b. Potential Thanksgiving conflict with date. Commissioners agreed they did not want to meet the day before Thanksgiving. They decided to meet Wednesday, Dec. 1 at 4:30 p.m. in the council chambers.

12. Adjournment. The Chair adjourned the meeting at 6 pm.