



Heritage Preservation Commission  
August 27, 2013 Meeting Minutes  
Room 303 – Duluth City Hall

I. Call to Order

Chairperson Woodward called to order the meeting of the Heritage Preservation Commission at 2:00 p.m. on Tuesday August 27, 2013.

II. Roll Call

Attending: Ken Buehler, Kristi Johnson, Nicole Smith, Tom Vaughn and David Woodward  
Absent: Patricia Mullins (Excused)

III. Public Hearing

IV. Consideration of Minutes

June 24, 2013 (there was no quorum for the July 23<sup>rd</sup> meeting)

**MOTION/Second:** Woodward/Vaughn

V. Communications

N/A

VI. Old Business

A. CLG – Grant – Award Contract – Chuck Froseth gave an update on phase 5. Only one firm responded. Summit has submitted an application, and a city intern will help out. Chair David Woodward would like to see the intern's qualifications. Froseth will provide, and notes the compensation for the intern is \$25 per week.

**MOTION/Second:** Buehler/Woodward award \$17,000 grant contract to Summit.

**(Vote 5-0)**

B. Proposed workshop with SHPO. No word. Steven Robertson will follow up.

C. Update on the Duluth area ethnographic study. Robertson handed out report. Summary from Bruce White to follow.

D. Update on Pre-nominations - Clayton Jackson McGhie Memorial – Robertson will contact City staff person. Enger Tower – Chair Woodward would like to move quickly on this one. Kristi Johnson volunteered to follow up and begin application process. UMD Fisheries and Glensheen – not interested at this point. A master plan is in the works.

E. St. Peters Church – Per Chair Woodward a letter is needed to invite them back (for 4<sup>th</sup> time) for a pre-nomination meeting. He would like to co-sign with a City employee. Speaker, Robin Mainella, frustrated with deteriorating conditions happening due to passing time. She would like to put on fast track along with Enger Tower. She shares with Commission a magazine article online which gives nation-wide publicity.

VII. Reports of Officers and Committees

- A. Planning Commission Update - Patricia Mullins not present, but Steven Robertson noted the new UDC went into effect. Historic preservation has been changed to heritage preservation. Steven gives overview of designation flow chart. Nomination clarification discussed. Per Johnson, maybe the proposed workshop with SHPO could be combined with the Commission and the Council for discussion of legal actions and process verification.

VIII. New Business

- A. Discussion on Changes to the Carnegie Library (established by Council Ordinance 9040). Greg Strom addresses the Commission and gives the project overview. He will bring a Certificate of Appropriateness (COA) next time and will coordinate their efforts with SHPO. He notes the proposed maintenance improvements, which will include a new roof, and tuck-pointing. There will also be accessibility upgrades. They want to get the roofing done by winter. Ken Buehler applauds the project and notes the importance of handicap accessibility. Chair Woodward notes that tax credits up to 80% may be available. Robertson will forward the application to Greg Strom. Robertson states the application needs to be submitted and then posting needs to be advertised two weeks prior to the public hearing.
- B. Additional Information on Adaptive Reuse – Table until next month.
- C. Media/publicity for nominations – Chair Woodward notes the possibility of a sub-committee. Johnson, Tom Vaughn and Nicolle Smith would like to be on the subcommittee. Per Robertson, let City staff know when the sub-committee is meeting so it can be posted.
- D. Morgan Park signage project – Chair Woodward proposes this topic as a Spring class field project. Smith would like to be involved. Robertson suggests contacting City employee Tari Rayala.
- E. Attendance at SHPO Preservation Workshop – Lansboro, MN 9/12/13 and 9/13/13. Chair Woodward notes at least one HPC member needs to attend in order to uphold clg status. Chair Woodward and Vaughn are interested.
- F. Johnson shares with HPC books they may be interested in.

IX. Adjournment

Meeting adjourned at 3:26 p.m.

Respectfully,

A handwritten signature in black ink, appearing to read 'Charles Froseth', written over a horizontal line.

Charles Froseth, Land Use Supervisor