

**CITY OF CHATFIELD
HERITAGE PRESERVATION COMMISSION**

REGULAR MEETING

Chatfield Center for the Arts

**Tuesday, January 24, 2023
7:00 P.M.**

Agenda

- I. Call to order
- II. Approve minutes of November 28, 2022 regular meeting
- III. Reports
 - 1. Chatfield Center for the Arts Phase II construction update
- IV. Unfinished business
 - 1. Heritage tourism
 - 2. Student HPC members
 - 3. Heritage landmark designation for National Register properties
- V. New business
 - 1. Set date/time for 2023 annual meeting
 - 2. Discuss changing HPC regular meeting day/time
- VI. Other new business
- VII. Miscellaneous
- VIII. Adjournment

**CITY OF CHATFIELD
HERITAGE PRESERVATION COMMISSION
MINUTS OF NOVEMBER 28, 2022
REGULAR MEETING**

A regular meeting of the Heritage Preservation Commission (HPC) was held at the Chatfield Center for the Arts on November 28, 2022. The meeting was called to order by Chairperson Giesen at 7:00 P.M.

Roll call: Chris Giesen, Ben Frederichs, Myrthys Griffith and Mike Martin. Pam Bluhm, Sara Sturgis and Ruth Ann Lund were absent.

Also present: Preservation Planner Robert Vogel and City Clerk Joel Young.

Approval of minutes: Martin moved to approve the minutes of the October 25, 2022 regular meeting; the motion was seconded by Frederichs and unanimously approved.

Annual report: Preservation Planner Vogel reported that the Certified Local Government annual report for the federal fiscal year ending on September 30, 2022 had been delivered to the state historic preservation officer. The report is a requirement for local government preservation programs participating in the federal-state-local government partnership under the National Historic Preservation Act. Preparation of a separate HPC annual report for calendar year 2022 was discussed; the consensus of the members was to present the report to the mayor and council during Preservation Month (May, 2023).

Student members: City Clerk Young reported that he had not yet received a response from the school district regarding recruitment of student members to serve on city advisory boards and commissions.

Heritage landmark designation of National Register properties: Preservation Planner Vogel reported that he had contacted the SHPO local government programs coordinator regarding Chatfield Heritage Landmark designation for the five historic properties which were listed in the National Register of Historic Places prior to the city establishing its municipal heritage preservation program. One of the options being discussed involves using Certified Local Government or Legacy grant funds to finance preparation of the landmark nomination documents required under the city's preservation ordinance; an alternative approach (Vogel's preference) would be to simply amend the city code by adding a section designating the five National Register properties as heritage landmarks, based on the original studies prepared by the Minnesota Historical Society.

Statewide preservation conference: Vogel advised the commissioners that the 2023 Preserve Minnesota conference was going to be held in Mankato in September. There was discussion of the city hosting a future statewide preservation conference at the Chatfield Center for the Arts. Martin moved to offer the Chatfield Center for the Arts as a venue for a future PreserveMN conference sponsored by the Minnesota State Historic Preservation Office; the motion was seconded by Griffin and unanimously approved.

There being no further business. Martin moved to adjourn the meeting; the motion was seconded by Frederichs and unanimously approved at 7:45 P.M.
Respectfully submitted,

Robert C. Vogel
Preservation Planner