

DICKINSON HISTORIC PRESERVATION COMMISSION MEETING

September 14, 2006 – Joachim Museum

President Barbara Laman called the meeting to order at 4:00pm at the Joachim Museum

Commission members in attendance: Barbara Laman, Travis Bean, Bruce Macduffie, Deborah Ford, Janet Prchal,

Commission members absent: Deanna Vickers, Barry Williams

Others present: Greg Sund, City Administrator; Terri Thiel, CVB Director; Danielle Stuckle, Historic Preservationist; Rod Merkel, Preservation Assistant; Tanis Robertson, citizen (student)

APPROVAL OF JUNE MINUTES

Motion: Ford **second:** Bean

To approve the minutes of the June 8 2007 meeting.

Disposition: Motion passed on voice vote.

OLD BUSINESS

Status of scanner: President Laman asked Stuckle to give a report on the status of the scanner. There seems to be some confusion as to who owns the scanner. Prchal mentioned that the scanner was paid for from museum funds. Until the details are clarified by Sund the issue will be tabled until the next meeting.

Renaissance workshops: Stuckle reported on the workshops being planned. Two separate workshops will be held at City Hall, free and open to the public. The scheduled dates are October 17th for Historic Preservation and October 24th for the Renaissance Zone. October is Archives Awareness Month and the two workshops would tie in well with the promotion.

Document scanning project: President Laman asked Sund how the document scanning project is progressing. Sund reported that the scanning project is finished and reimbursement has been made to Bonnie Johnson for the work done on the project. President Laman asked Sund about a website and server for the project. Sund said he would check with his engineer and see what is available to set up such a website.

NEW BUSINESS

Administration assistant position filled: Stuckle introduced Rod Merkel to the Dickinson Historic Preservation Commission. Merkel has been hired for the administration assistant position, and will work for Stuckle about ten hours a week. Any staff work related to the HPC and/or the Renaissance Zone will be delegated to Merkel as the schedule allows.

Walking tour: Funding for a walking tour was discussed. Stuckle mentioned the matching grant awarded to the CVB for a total of \$10,000 towards publishing a walking tour brochure. Terri Thiel reported that the work and revisions on the walking brochure have to be completed by May 1, 2007, or the funding will be forfeited. The commission discussed a potential revision of the walking tour brochure. It was suggested Travis Bean could work on redesigning a brochure. The discussion included which buildings could be included in the walking tour, and any additional buildings that could be added to the tour. On October 5, the commission will take a walking tour of the downtown area to review any possible issues. Travis bean can prepare an updated map for the walking tour, and have a copy for everyone who is taking the tour. Travis can also get an aerial photo of the tour. The tour is scheduled from 3:00 pm to 5:00 pm on

Thursday, October 5. Members are also asked to bring cameras to take pictures of the buildings and other potential interests. Stuckle mentioned the possibility of placing numbers on the buildings included in the tour. The city of Fargo has done so recently, and many other communities have a similar way of indicating such buildings. There might be grant money available to fund this project. Stuckle also talked about the possibility of guided tours for the downtown area during the 2007 summer season. Those who are interested in a guided tour can call the museum to make arrangements.

CLG workshop: Stuckle brought it to the Commission's attention that there is an upcoming CLG (certified local government) workshop in Bismarck, North Dakota. Stuckle mentioned the cost for those going to the workshop will be covered by grant funding through the city's CLG status. Sund said there is a \$500 allocation to cover expenses for the workshop. Contact Stuckle to RSVP, and after the workshops for reimbursement. President Laman asked Ford to give a report on HPC activities at the CLG workshop.

Renaissance project: Ford mentioned the many downtown buildings that could qualify as Renaissance Zone projects. Emmerich eye center applied for renaissance status and received the funding. Deborah ford said there are other buildings, houses, and property that may qualify for the funding. The HPC could help promote potential projects. Laman will make some phone calls and see what she can find out.

Interns working at the museum: Stuckle updated the commission regarding interns working at the museum. One intern is compiling a database of downtown Dickinson businesses. Another intern is researching Dickinson historic buildings and downtown businesses. Stuckle also mentioned a number of researchers that are using the museum for study and research.

Commission vacancy: The commission discussed the need to fill the vacancy within the historic preservation commission and who would be viable candidates. Ford mentioned a few names that may be interested. She will make some contacts and see if they are interested in a seat on the commission.

MEETING ADJOURNED AT 5:05 PM

Motion: Ford **second:** Prchal

Next meeting: Thursday, October 5, 2006 3:00 pm. Walking tour of downtown Dickinson

Minutes submitted by:

Rod Merkel
Administrative Assistant