

Agenda
Dickinson Historic Preservation Commission
January 20, 2011
Dickinson Museum Center (Joachim Museum)

Call to Order

Approval of Minutes

Old Business

1. Other Business

New Business

1. 2011 grant projects
2. Recruiting – need architect, archaeologist, or any one interested
3. Other Business

Adjourn

Next Meeting: Thursday, February 17, 2011, Dickinson Museum Center

DICKINSON HISTORIC PRESERVATION COMMISSION

January 20, 2011 – Dickinson Museum Center

Chair Stacie Varnson called the meeting to order at 4:05 p.m.

COMMISSION MEMBERS IN ATTENDANCE: Stacie Varnson, Jon Brudvig

COMMISSION MEMBERS ABSENT: Ray Ann Kilen, Robert Allen

OTHERS PRESENT: Emily Bradbury, Museum Assistant, Dickinson Museum Center; True White, Dickinson resident

APPROVAL OF APRIL MINUTES

Due to a lack of a quorum, no motion was made to approve the April 15, 2010 meeting minutes.

OLD BUSINESS

No old business.

NEW BUSINESS

2011 CLG grant projects: Bradbury stated that the 2011 CLG grant packet arrived and the deadline for submission is February 18. She proposed the following grant projects: create a brochure to promote the HPC, an educational project to send 1-2 commissioners or staff to the annual CLG state conference, and an administrative project. The commissioners present both gave their verbal consent to approve those as the projects for the 2011 CLG grant.

Recruiting: Varnson stated that last fall, she, Bradbury, and former museum director, Danielle Stuckle, met with Lisa Steckler and Amy Munson from the State Historical Society of North Dakota about the current condition of the HPC and the struggle it has been get people involved and to come to meetings. Bradbury stated she recently sent out a press release stating that the HPC was looking for more members. Bradbury also stated that she and Varnson have created a letter to send to the commissioners that have not been attending meetings. The letter asks them to become involved or if they are no longer interested in being on the HPC, to resign so their spot can be filled by someone who is. There are currently 3 openings on the commission, including the architect and archaeologist positions. Brudvig stated Gia Cummisk may have an archaeological background and he would check with her to see if she might be interested in being on the commission. Varnson stated she recently met a new architect with Hulsing & Associates whose first name is possibly Nancy, and that she would contact her to see if she would be interested.

Other business: True White, a resident of Dickinson, asked the commission for advice about resources and funds that might be available to restore a historic property. The commissioners provided her with some resources for more information about historic restoration.

MEETING ADJOURNED AT 5:15 p.m.

Next meeting: Thursday, February 17, 2011, 4:00 p.m., Dickinson Museum Center

Agenda
Dickinson Historic Preservation Commission
February 17, 2011
Dickinson Museum Center (Joachim Museum)

Call to Order

Approval of Minutes

Old Business

1. Recruiting – need architect, archaeologist, anyone interested
2. Other Business

New Business

1. Section 106 review procedure
2. Other Business

Adjourn

Next Meeting: Thursday, March 17, 2011, 4:00 pm, Dickinson Museum Center

Agenda
Dickinson Historic Preservation Commission
March 17, 2011, 4:00 pm
Dickinson Museum Center (Joachim Museum)

Call to Order

Approval of Minutes

Old Business

1. Recruiting – need architect, archaeologist, anyone interested
2. Museum Coordinator/Historic Preservationist position update
3. Other Business

New Business

1. Ray Ann Kilen resignation from HPC
2. Section 106 review procedure
3. Other Business

Adjourn

Next Meeting: Thursday, April 21, 2011, 4:00 pm, Dickinson Museum Center

Agenda
Dickinson Historic Preservation Commission
April 21, 2011, 4:00 pm
Dickinson Museum Center (Joachim Museum)

Call to Order

Approval of Minutes

Old Business

1. Recruiting – need architect, archaeologist, anyone interested
2. Museum Coordinator/Historic Preservationist position update
3. Other Business

New Business

1. Ray Ann Kilen and Robert Allen resignations from HPC
2. Section 106 review procedure
3. Other Business

Adjourn

Next Meeting: Thursday, May 19, 2011, 4:00 pm, Dickinson Museum Center

Agenda
Dickinson Historic Preservation Commission
June 16, 2011, 4:00 pm
Dickinson Museum Center (Joachim Museum)

Call to Order

Approval of Minutes

Old Business

1. Recruiting – need architect, archaeologist, anyone interested
2. Other Business

New Business

1. Ray Ann Kilen and Robert Allen resignations, Charlotte Dempsey join
2. CLG grant - brochure
3. Section 106 review procedure
4. Other Business

Adjourn

Next Meeting: Thursday, July 21, 2011, 4:00 pm, Dickinson Museum Center

DICKINSON HISTORIC PRESERVATION COMMISSION

June 16, 2011 – Dickinson Museum Center

Chair Stacie Varnson called the meeting to order at 4:10 p.m.

COMMISSION MEMBERS IN ATTENDANCE: Stacie Varnson, Jon Brudvig, Charlotte Dempsey
COMMISSION MEMBERS ABSENT:

OTHERS PRESENT: Dan Ingram, Museum Coordinator, Dickinson Museum Center; Emily Bradbury, Museum Assistant, Dickinson Museum Center; True White, Dickinson resident

APPROVAL OF APRIL 2010 MINUTES

Motion: Dempsey *Second:* Varnson

To approve the minutes of the April 15, 2010 meeting as read.

Disposition: Motion passed on voice vote without dissent.

OLD BUSINESS

Recruiting: Brudvig stated that he checked into Gia Cummisk's background and she does not meet the archaeological qualifications, but her husband, Gary Cummisk, has an anthropology background. Brudvig stated that Gary Cummisk keeps very busy teaching at DSU, so Brudvig was unsure if he would be able to make the time commitment to be on the HPC. Brudvig suggested contacting the Young Professionals group to see if any of their members might have an architecture or archaeology background or if any of their members would be interested in the HPC in general.

NEW BUSINESS

New Commissioner: Dempsey was appointed to the HPC by the city commission on May 2, 2011. She has an interest in preserving historic structures and properties. She worked for the Roosevelt-Custer Regional Council on rehabilitating historic properties and also was involved in writing a National Register Nomination for the old Wishek City Hall in Wishek, ND.

2011 CLG grant projects: Ingram stated that the CLG grant contract has been signed and sent back to the SHSND. We are waiting for it to be returned. Ingram stated that he was contacted by a new DSU student who had been referred to him from Varnson. She is studying history as well as graphic design and Varnson had mentioned to her the possibility of working on designing the brochure for the HPC, which was one of the CLG grant projects for this year. She currently lives in Bismarck, so won't be able to start working on it until she comes to Dickinson for school in the fall.

Section 106 review procedure: Bradbury passed out a Section 106 checklist form that she and Varnson developed several months ago after being informed by Lisa Steckler, CLG Coordinator at the SHSND, that the projects within Dickinson that are required to comply with Section 106 of the National Historic Preservation Act should be brought before and reviewed by the Dickinson HPC before they are sent to the SHSND. The checklist form created was based on the form that is used by the Grand Forks HPC.

Motion: Dempsey *Second:* Brudvig

To approve the Section 106 checklist form as presented.

Disposition: Motion passed on voice vote without dissent.

MEETING ADJOURNED AT 4:40 p.m.

Next meeting: Thursday, July 21, 2011, 4:00 p.m., Dickinson Museum Center

Agenda
Dickinson Historic Preservation Commission
July 21, 2011, 4:00 pm
Dickinson Museum Center (Joachim Museum)

Call to Order

Approval of Minutes

Old Business

1. Brochure
2. Other Business

New Business

1. Section 106 review 220 8th Street West
2. Other Business

Adjourn

Next Meeting: Thursday, August 18, 2011, 4:00 pm, Dickinson Museum Center

DICKINSON HISTORIC PRESERVATION COMMISSION

July 21, 2011 – Dickinson Museum Center

Chair Stacie Varnson called the meeting to order at 4:20 p.m.

COMMISSION MEMBERS IN ATTENDANCE: Stacie Varnson, Charlotte Dempsey

COMMISSION MEMBERS ABSENT: Jon Brudvig

OTHERS PRESENT: Dan Ingram, Museum Coordinator, Dickinson Museum Center; Emily Bradbury, Museum Assistant, Dickinson Museum Center

APPROVAL OF JUNE 2011 MINUTES

Motion: Dempsey *Second:* Varnson

To approve the minutes of the June 16, 2011 meeting as read.

Disposition: Motion passed on voice vote without dissent.

OLD BUSINESS

Brochure: Varnson stated that she emailed the graphic arts instructor at DSU about the student who is interested in working on the brochure for the HPC. Varnson stated that in her email she asked for the instructor's support and also asked about possible credit this student could receive for working on the brochure. Ingram reported that the CLG contract has not been signed or returned yet from the State Historical Society of North Dakota because they are waiting for the final paperwork from the National Park Service regarding the CLG funds. Planning may be done for the project, but no money should be spent yet.

NEW BUSINESS

Section 106 review: Bradbury stated that a Section 106 review form was sent from Community Action Partnership regarding a project at 220 8th Street West to insulate the attic, walls and foundation panel around the perimeter. The commission determined that this project would have no adverse affect on a historic property. The Community Action Partnership had also sent Section 106 review forms for insulation projects at 420 9th St. East and 1460 2nd St. West. The commission determined that the project at 1460 2nd St. West would have no adverse affect on a historic property and the project at 420 9th St. East would not be affecting a historic property.

Adjourn:

Motion: Dempsey *Second:* Varnson

To adjourn the meeting.

Disposition: Motion passed on voice vote without dissent.

MEETING ADJOURNED AT 4:50 p.m.

Next meeting: Thursday, August 25, 2011, 4:00 p.m., Dickinson Museum Center

Agenda
Dickinson Historic Preservation Commission
August 25, 2011, 4:00 pm
Dickinson Museum Center (Joachim Museum)

Call to Order

Approval of Minutes

Old Business

1. Brochure
2. Other Business

New Business

1. Section 106 review – 188 Museum Dr. East
2. CLG workshop September 17th
3. Other Business

Adjourn

Next Meeting: Thursday, September 15, 2011, 4:00 pm, Dickinson Museum Center

DICKINSON HISTORIC PRESERVATION COMMISSION

August 25, 2011 – Dickinson Museum Center

Chair Stacie Varnson called the meeting to order at 4:05 p.m.

COMMISSION MEMBERS IN ATTENDANCE: Stacie Varnson, Charlotte Dempsey, Jon Brudvig

COMMISSION MEMBERS ABSENT: none

OTHERS PRESENT: Dan Ingram, Museum Coordinator, Dickinson Museum Center; Emily Bradbury, Museum Assistant, Dickinson Museum Center

APPROVAL OF JULY 2011 MINUTES

Motion: Dempsey *Second:* Brudvig

To approve the minutes of the July 21, 2011 meeting as read.

Disposition: Motion passed on voice vote without dissent.

OLD BUSINESS

Brochure: Ingram stated that the CLG contract was being signed today and that it should be in the mail soon. Varnson stated that now that school has started, she would contact the DSU student who expressed an interest in designing the brochure.

Other business: A woman interested in the HPC, Jennifer Kocher, had contacted Bradbury several weeks ago about the process of becoming a member of the HPC. She was going to be moving from Miles City to Dickinson to work at the high school. Varnson asked if anything more had been heard from her. Bradbury stated that she hadn't heard from Kocher again, but that she would try contacting her again.

NEW BUSINESS

Section 106 review: Bradbury stated that a Section 106 review form was submitted for the entrance door project at the Dickinson Museum Center/Joachim Museum located at 188 Museum Drive East. The museum received a Community Development Block Grant to replace the current doors with ones that are handicap accessible. The project also includes replacing the concrete in front of the door and building and installing electricity for the doors and additional lighting for the front of the building. The commission determined that this project would not be affecting a historic property.

CLG workshop: Ingram stated that the CLG workshop will be held on September 17th in Buffalo, ND. One of the CLG grant projects for this year was to attend this workshop, so if any commissioners attend, their expenses will be covered.

Adjourn:

Motion: Brudvig *Second:* Dempsey

To adjourn the meeting.

Disposition: Motion passed on voice vote without dissent.

MEETING ADJOURNED AT 4:25 p.m.

Next meeting: Thursday, September 15, 2011, 4:00 p.m., Dickinson Museum Center

Agenda
Dickinson Historic Preservation Commission
September 15, 2011, 4:00 pm
Dickinson Museum Center (Joachim Museum)

Call to Order

Approval of Minutes

Old Business

1. Brochure
2. Other Business

New Business

Adjourn

Next Meeting: Thursday, October 20, 2011, 4:00 pm, Dickinson Museum Center

DICKINSON HISTORIC PRESERVATION COMMISSION

September 15, 2011 – Dickinson Museum Center

Jon Brudvig called the meeting to order at 4:05 p.m.

COMMISSION MEMBERS IN ATTENDANCE: Charlotte Dempsey, Jon Brudvig

COMMISSION MEMBERS ABSENT: Stacie Varnson

OTHERS PRESENT: Dan Ingram, Museum Coordinator, Dickinson Museum Center; Emily Bradbury, Museum Assistant, Dickinson Museum Center; Kelsey Solberg, DSU student

APPROVAL OF AUGUST 2011 MINUTES

Motion: Dempsey *Second:* Brudvig

To approve the minutes of the August 25, 2011 meeting as read.

Disposition: Motion passed on voice vote without dissent.

OLD BUSINESS

Brochure: Ingram introduced Kelsey Solberg, a student at DSU that will be working on designing the brochure for the HPC. Solberg is a history major, graphic design minor, who is interested in becoming a museum curator. Ingram stated he provided her with copies of the various brochures that have been created in the past and a copy of the city ordinance pertaining to the HPC as reference material for information that could be including in the brochure. Dempsey mentioned that some of the previous brochures contained too much text and not enough images. Solberg stated that she was thinking of taking some photographs of some of the buildings in town to include. Bradbury stated that there were historic images in the museum's collection that would be available to use as well.

CLG workshop: Ingram stated that he would be attending the CLG workshop on Saturday in Buffalo, ND.

NEW BUSINESS

Brudvig mentioned that several years ago, it was suggested by the former city administrator that the HPC work to restore the band shell as a project to promote interest in historic preservation and in the HPC within the community. Ingram stated that the structure is over 50 years now, so applying for listing on the National Register could be a possibility and if it got listed, there would then be possible grant money available for restoration work.

Adjourn:

Motion: Dempsey *Second:* Brudvig

To adjourn the meeting.

Disposition: Motion passed on voice vote without dissent.

MEETING ADJOURNED AT 4:25 p.m.

Next meeting: Thursday, October 20, 2011, 4:00 p.m., Dickinson Museum Center

Agenda
Dickinson Historic Preservation Commission
October 20, 2011, 4:00 pm
Dickinson Museum Center (Joachim Museum)

Call to Order

Approval of Minutes

Old Business

1. Brochure

New Business

Adjourn

Next Meeting: Thursday, November 17, 2011, 4:00 pm, Dickinson Museum Center

Agenda
Dickinson Historic Preservation Commission
November 17, 2011, 4:00 pm
Dickinson Museum Center (Joachim Museum)

Call to Order

Approval of Minutes

Old Business

1. Brochure

New Business

Reappointment of Stacie Varnson and Jon Brudvig

Adjourn

Next Meeting: Thursday, December 15, 2011, 4:00 pm, Dickinson Museum Center

DICKINSON HISTORIC PRESERVATION COMMISSION

November 17, 2011 – Dickinson Museum Center

Stacie Varnson called the meeting to order at 4:05 p.m.

COMMISSION MEMBERS IN ATTENDANCE: Charlotte Dempsey, Jon Brudvig, Stacie Varnson

COMMISSION MEMBERS ABSENT: none

OTHERS PRESENT: Dan Ingram, Museum Coordinator, Dickinson Museum Center; Emily Bradbury, Museum Assistant, Dickinson Museum Center

APPROVAL OF SEPTEMBER 2011 MINUTES

Motion: Dempsey *Second:* Brudvig

To approve the minutes of the September 15, 2011 meeting as read.

Disposition: Motion passed on voice vote without dissent.

OLD BUSINESS

Brochure: Ingram stated that Kelsey Solberg, the DSU student working on designing the brochure, has made progress on the brochure. Ingram stated he saw what she had come up with so far last month and it is looking good. It is incorporating elements from the current downtown walking brochure. He also stated that Solberg was also thinking of including current and historic photographs of downtown structures.

NEW BUSINESS

Commission Reappointments: Ingram asked Varnson and Brudvig if they would both be willing to serve another term on the HPC. Both agreed to be reappointed.

Band shell: Varnson asked if the band shell was a project they should look into pursuing. Brudvig asked about possible funding sources. Ingram stated that structures that get listed on the National Register have the possibility to apply for money from the SHSND for restoration. The band shell is over 50 years so that may be a possibility. Ingram stated another issue they should look at is how structurally sound it actually currently is. Ingram stated first they should determine who owns the structure, the city or Parks and Recreation and then check with the SHSND to get their opinion about pursuing getting the band shell listed on the National Register. Ingram stated he would look into that.

Adjourn:

Motion: Dempsey *Second:* Brudvig

To adjourn the meeting.

Disposition: Motion passed on voice vote without dissent.

MEETING ADJOURNED AT 4:35 p.m.

Next meeting: Thursday, January 19, 2012, 4:00 p.m., Dickinson Museum Center