

Agenda
Dickinson Historic Preservation Commission
January 10, 2008
Dickinson Museum Center (Joachim Museum)

Call to Order

Approval of December Minutes

Old Business

1. Local Landmark Designation Update
2. Report on pending National Register Nomination
 - a. Elks Building
3. Staffing update
4. Discussion of Projects for 2008 grant funding
5. Other

New Business

1. Other

Adjourn

Next Meeting: 4:00 p.m.; February 14, 2008; Dickinson Museum Center

Dickinson Historic Preservation Commission

January 10, 2008 – Dickinson Museum Center (Joachim Museum)
President Barbara Laman called the meeting to order at 4:00 pm.

BOARD MEMBERS IN ATTENDANCE: Barbara Laman, Travis Bean, Aaron Gjermundson, Jon Brudvig, Bruce MacDuffie, and Laurie Yourk.

BOARD MEMBERS ABSENT: Quita Hartfiel

OTHERS PRESENT: Danielle Stuckle, Director, Dickinson Museum Center

APPROVAL OF DECEMBER MINUTES

Motion: Brudvig **Second:** Gjermundson

To approve the minutes of the December 13, 2007 meeting.

Disposition: Motion passed on voice vote

OLD BUSINESS

Local Landmark Program: Stuckle presented a revised outline for the nomination forms. The HPC should approve the Local Landmark Program by March so that it can be presented and approved by the City Commission in April, and ready to implement by May. Gjermundson asked about signage for the program. Stuckle encouraged developing a sign template, but that property owners should be encouraged to invest in their own signs.

Elks Building: Stuckle reported that the National Register nomination for the Elks building will be reviewed by the State Preservation Review Board on January 25th, 2008.

Staff News: Stuckle reported that Emily Bradbury has been hired to fill the new Museum Assistant Position. She will begin work on February 4, 2008. Bradbury has a bachelor's degree in Anthropology and a master's degree in History. She will be working primarily with exhibit development and collection management, but will assist with Historic Preservation and Renaissance Zone projects as well.

CLG Grant Funding: The grant is due February 15, 2008. Stuckle suggested we apply for Administration, Education (CLG workshop), and a National Register Nomination for the 2008 projects. It was discussed that a nomination should focus on one of the oldest buildings in town, and that three of them be selected in case there are problems getting any of these buildings approved (only one nomination will be written, but this will give us alternates for approval). The proposed properties are: the Alf White House (403 Sims Street), the first school (40 4th Street West), and St. John's Episcopal Church/Badlands Brew (215 Sims Street).

Motion: Yourk **Second:** Gjermundson

To approve the recommended projects for the 2008 CLG grant including: administration, education (CLG workshop), and a National Register Nomination.

Disposition: Motion passed on voice vote

NEW BUSINESS

There was no new business to report or discuss.

MEETING ADJOURNED AT 4:55 pm

Next meeting: 4:00pm; February 14, 2008; Dickinson Museum Center

Agenda
Dickinson Historic Preservation Commission
March 13, 2008
Dickinson Museum Center (Joachim Museum)

Call to Order

Approval of January Minutes

Old Business

1. Staff Introduction
2. Local Landmark Designation Update
3. Update on the 2008 CLG grant
 - a. Projects must be public domain to receive CLG grant funding
 - b. City fire hall possibility pending approval from state
4. Other

New Business

1. Potential session for the Preservation North Dakota conference in May
2. Upcoming meeting with the Governor regarding preservation issues
3. Events and Activities
 - a. Hutmacher reception at museum
 - b. Speakers and examples of events from other communities
4. Discuss future projects
 - a. Survey project for 2009 CLG grant funding
 - b. District nomination for 2010 CLG grant funding
5. Other

Adjourn

Next Meeting: 4:00 p.m.; April 10, 2008; Dickinson Museum Center

Dickinson Historic Preservation Commission

March 13, 2008 – Dickinson Museum Center (Joachim Museum)

President Barbara Laman called the meeting to order at 4:05 pm.

BOARD MEMBERS IN ATTENDANCE: Barbara Laman, Travis Bean, Aaron Gjermundson, Jon Brudvig, and Laurie Yourk.

BOARD MEMBERS ABSENT: Quita Hartfiel, and Bruce MacDuffie

OTHERS PRESENT: Danielle Stuckle, Director, Dickinson Museum Center; Terri Thiel, Director, CVB; Emily Bradbury, Museum Assistant.

APPROVAL OF JANUARY MINUTES

Motion: Yourk **Second:** Brudvig

To approve the minutes of the January 10, 2008 meeting.

Disposition: Motion passed on voice vote

OLD BUSINESS

Staff News: Stuckle introduced Emily Bradbury, who has been hired to fill the new Museum Assistant Position. She began work on February 4, 2008. Bradbury has a bachelor's degree in Anthropology and a master's degree in History. She will be working primarily with exhibit development and collection management, but may assist with Historic Preservation and Renaissance Zone projects as well.

Local Landmark Program: Stuckle presented a revised outline for the nomination forms, and asked the commission to approve the forms and the program. Laman asked for a clarification of the program, and if the City Commission would be approving each application as well. Stuckle stated that she understood that the City Commission would be approving the overall program, but that the HPC would be giving final approval to the actual nominations once the program was implemented. She said she would check on this detail and verify if the City Commission need to approve each application.

Motion: Yourk **Second:** Gjermundson

To approve the Local Landmark program and nomination forms.

Disposition: Motion passed on voice vote

CLG Grant Funding: Stuckle provided an update on the 2008 CLG grant application. There was some trouble with a proposed project of nominating the first school building to the National Register due to the fact that it is a private residence. Stuckle has submitted alternate properties and is waiting to hear back from the state. An additional glitch is that Mary Kate Ryan, the architectural historian, is no longer with the SHSND and this may add to the complications of getting a project approved.

NEW BUSINESS

Potential Session for PND conference in May: Stuckle has asked Kyle Thiel to make a presentation on Historic Downtown Dickinson and the related technology project he developed at DSU for the museum center. He'll present on this topic at the Preservation North Dakota annual conference on May 3 at the International Peach Garden.

Meeting with the Governor: Stuckle said she wasn't sure what this entails, but that PND will be meeting with the Governor and key staff in relation to projects that PND is working on. As president of PND, Stuckle was asked to attend.

Events and Activities: Stuckle is working to plan an event in May in relation to the Hutmacher site, and is interested in developing some type of ongoing event/program related to preservation—similar to the “Breakfast with a Preservationist” program in the Twin Cities. It was suggested that the local organization, Bad Lands Realtors might be a group to work with on events and programming in the future.

Discuss Future Topics: Stuckle will be leaving 2009 and 2010 CLG grant projects on the agenda for all upcoming meetings to keep the topic on the radar. Laman asked about past projects and the GIS project. Stuckle stated that past grants and projects had been completed. The surveys were never tied into a system so that they were available online through GIS, but Stuckle explained that she questioned the need for them to be available. The time involved to link them was probably not worth it. She explained some of the other issues involved and passed around a sample of a survey. Not all the information on the surveys is accurate, the important information can still be made available on line in the future, and the surveys are available to anyone researching particular properties. There was also the question of putting such information online and potential liability. Stuckle felt that it was valuable to obtain copies of the building surveys as museum and city staff use them on a regular basis, and they have been made available to researchers. However, she does not have the time, resources, or equipment available to set up a GIS linking system for the surveys. The pressing projects will be to have a Class 3 survey done of downtown Dickinson in 2009, followed up by a potential Historic District Nomination in 2010. Several organizations and community leaders are pressing to see a Historic District developed in Dickinson, and Stuckle is working on planning and developing those projects.

Election of Chair and Vice Chair: Stuckle apologized for omitting this detail at the January meeting, but election of Chair and Vice Chair had been overlooked. Current Chair is Barbara Laman, and current Vice Chair is Bruce MacDuffie.

Motion: Brudvig **Second:** Gjermundson

To approve the nomination and election of Laman as Chair and Yourk for Vice Chair.

Disposition: Motion passed on voice vote

MEETING ADJOURNED AT 5:05 pm

Next meeting: 4:00pm; April 10, 2008; Dickinson Museum Center

Agenda
Dickinson Historic Preservation Commission
April 10, 2008
Dickinson Museum Center (Joachim Museum)

Call to Order

Approval of March Minutes

Old Business

1. Local Landmark Designation Update
2. Update on the 2008 CLG grant
 - a. Dickinson Agricultural Research Center approved for nomination project
3. Other

New Business

1. Discuss future projects
 - a. Survey project for 2009 CLG grant funding
 - b. District nomination for 2010 CLG grant funding
2. Other

Adjourn

Next Meeting: 4:00 p.m.; May 8, 2008; Dickinson Museum Center

Dickinson Historic Preservation Commission

April 10, 2008 – Dickinson Museum Center (Joachim Museum)

President Barbara Laman called the meeting to order at 4:05 pm.

BOARD MEMBERS IN ATTENDANCE: Barbara Laman, Travis Bean, Aaron Gjermundson, Jon Brudvig, and Laurie Yourk.

BOARD MEMBERS ABSENT: Quita Hartfiel, and Bruce MacDuffie

OTHERS PRESENT: Danielle Stuckle, Director, Dickinson Museum Center; Terri Thiel, Director, CVB; Emily Bradbury, Museum Assistant.

APPROVAL OF MARCH MINUTES

Motion: Brudvig **Second:** Bean

To approve the minutes of the March 13, 2008 meeting.

Disposition: Motion passed on voice vote

OLD BUSINESS

Local Landmark Program: The city commission will review the program on 21st at the regular city commission meeting. The program should be approved at this meeting, or at the subsequent meeting on May 5th.

CLG Grant Funding: Stuckle provided an update on the 2008 CLG grant application. The Dickinson Agricultural Research Center (residence) was approved for our 2008 CLG nomination project.

NEW BUSINESS

Discuss Future Topics: Stuckle will be leaving 2009 and 2010 CLG grant projects on the agenda for all upcoming meetings to keep the topic on the radar. The pressing project to develop this summer will be to write a CLG grant project to have a Class 3 survey done of downtown Dickinson in 2009, followed up by a potential Historic District Nomination in 2010. Jessica Magnuson will be assisting in this planning work.

Session for PND conference in May: Stuckle has asked Kyle Thiel to make a presentation on Historic Downtown Dickinson and the related technology project he developed at DSU for the museum center. He'll present on this topic at the Preservation North Dakota annual conference on May 3 at the International Peach Garden.

Other News: There will be a school tour at the Hutmacher site on May 16th. Eighty seventh-grade students from Hagen Middle School will be visiting the site. There have been two Renaissance Zone projects applications recently. The former Osborn Studio property has a purchase pending that is expected to be approved. The former Rattlesnake property had an application that could go no further as they did not meet all the qualifications. The property will be opening this summer with another restaurant in that location.

MEETING ADJOURNED AT 4:20 pm

Next meeting: 4:00pm; April 10, 2008; Dickinson Museum Center

Agenda
Dickinson Historic Preservation Commission
December 18, 2008
Dickinson Museum Center (Joachim Museum)

Call to Order

Approval of April Minutes

Old Business

1. Local Landmark Designation Update
2. Update on the 2008 CLG grant projects
3. Other

New Business

1. Discuss future projects
 - a. Survey project for 2009 CLG grant funding
 - b. District nomination for 2010 CLG grant funding
 - c. Development of Design Guidelines
2. Update on appointments

Current Members:

Laurie Yourk—Vice Chairperson
Jon Brudvig—Historian Member
Bruce MacDuffie
Quita Hartfiel

Resigned Members:

Travis Bean—Architect Member
Barbara Laman—Chair

Expired Terms:

Aaron Gjermundson

New Member:

Stacie Varneson

3. Election of new Commission Chair (due to resignation of Laman)
4. Discussion of meeting time and day (second Thursday, 4:00 pm)
5. Update of Board Handbook information, new contact information
6. Development of Design Guidelines
7. Other Business

Adjourn

Next Meeting: 4:00 p.m.; January 8, 2008; Dickinson Museum Center

Dickinson Historic Preservation Commission

December 18, 2008 – Dickinson Museum Center (Joachim Museum)

Vice Chair Laurie Yourk called the meeting to order at 4:30 pm.

COMMISSION MEMBERS IN ATTENDANCE: Laurie Yourk, Bruce MacDuffie, Stacie Varnson

COMMISSION MEMBERS ABSENT: Quita Hartfiel, Jon Brudvig

OTHERS PRESENT: Danielle Stuckle, Director, Dickinson Museum Center; Emily Bradbury, Museum Assistant.

APPROVAL OF APRIL MINUTES

Motion: **Second:**

Disposition: Tabled to next meeting—none of the commissioners present attended the April meeting.

OLD BUSINESS

Local Landmark Program Update: The city commission approved the program at their May 5th meeting. Stuckle stated that in an effort to get the program started she thought they could nominate the buildings in town already on the National Register as a group. The commission agreed and Stuckle stated she would fill out the forms for those buildings for the January meeting.

Update on 2008 CLG Grant Projects: Stuckle reported there were 3 people, Barbara Laman and Bruce and Lee MacDuffie, from Dickinson that attended the annual CLG workshop in Devils Lake. Stuckle also reported that Jessica Magnuson has been working on a National Register nomination for The Dickinson Agricultural Research Center (residence) which should hopefully go before the State Review Board in April.

NEW BUSINESS

Discuss Future Topics: Stuckle reviewed the CLG grant project ideas for 2009 and 2010. For 2009, a Class 3 survey will be done of downtown Dickinson followed up by a Historic District Nomination in 2010. Stuckle stated she will be writing bid letters for the survey project and bring them to the January meeting. Stuckle also stated her desire to develop design guidelines for the downtown area.

Update on Appointments: Stuckle reported that Travis Bean, architect, and Barbara Laman, Commission Chair, both have resigned from the commission and that Aaron Gjermundson's term has expired and he will not be serving another term. Stuckle also welcomed Stacie Varnson as a new member to the commission.

Election of New Commission Chair:

Motion: MacDuffie **Second:** Varnson

To nominate Laurie Yourk as chair of the commission to fill the position vacated by Barbara Laman.

Disposition: Motion passed on voice vote without dissent.

Meeting Time and Date: There was discussion about changing the meeting time to a time that would be more convenient for everyone. It was decided for everyone to email what times are best to Stuckle and from that she will find a time that works best.

Other News: Stuckle had sent out updated information for the commissioner's handbooks with updated calendars, project information, and contact information.

MEETING ADJOURNED AT 5:10 pm

Next meeting: To be announced.