

MINUTES
HISTORIC PRESERVATION COMMISSION MEETING
JANUARY 10, 2012
5:30 P.M.

1. Call Meeting to Order

Crubel called meeting to order at 5:34 PM.

2. Roll Call

Members present: Jennifer Crubel (Chair), Eric Johnston, Mike Steffel, Brian Clauer and Kyle Vesperman (arrived at 5:43 PM). Bruce Fritz was absent. Also present were City Administrator Crane and David Timmerman.

3. Approval of Minutes

Motion by Steffel, second by Clauer to approve minutes of October 19, 2011 meeting. Motion passed.

4. Discuss the 175th Birthday celebration itinerary

Crubel noted that the last meeting was canceled because there was not enough to report from the 175th Birthday Committee. A summary of the planned events was given and it was asked what should the Historic Preservation Commission do to participate?

Administrator Crane noted volunteers were needed the most. The Commission reviewed the signup sheets for the focus areas identified by the 175th Committee and consensus was reached that the Commission should focus on historic homes. Tom Lucke, Jon Angeli, James Halferty and James Hibbard will be invited to the next meeting to discuss.

Steffel asked about putting something together on the City website and on Facebook.

5. Update on the Wright Block

Crubel updated the Commission on the purchase of the Wright Block by Bob Schmidt, Ted Schacht and Bruce Fritz.

Administrator Crane noted that redevelopment options are being discussed.

6. Announcements

Crubel announced that the next meeting agenda would include discussion of the Historic Preservation Commission's role.

7. Schedule Next Meeting

The next meetings will be on 2/7/2012 at 5:30 PM - invite Tom Lucke, Jon Angeli, James Hibbard and Jim Halferty to attend - and on 2/21/2012 at 5:30 PM.

8. Adjourn

Motion by Johnston, second by Steffel to adjourn meeting at 6:05 PM.

Respectfully Submitted,
Stephen Crane, City Administrator

MINUTES
HISTORIC PRESERVATION COMMISSION MEETING
FEBRUARY 7, 2012
5:30 P.M.

1. Call Meeting to Order

Crubel called meeting to order at 5:41 PM.

2. Roll Call

Members present: Jennifer Crubel (Chair), Kyle Vesperman, Brian Clauer, Bruce Fritz, and Mike Steffel (arrived at 5:57 PM). Eric Johnston was absent. Also present were City Administrator Crane, Tom Lucke and David Timmerman.

3. Approve Minutes

Motion by Vesperman, second by Clauer to approve minutes of January 10, 2012 Meeting. Motion carried.

4. Discuss the Historic Homes theme for the 175th Birthday celebration

Discussed recommendations for 5 historic homes to highlight for 175th celebration. Suggestions included: Kinney house, Larry Busch's home (possibly the oldest home in Lancaster), Baxter house, and Tom Lucke's home.

Brief discussion held of the pamphlet created by the Lancaster Tourism Committee. The Authors and whereabouts of the original pamphlet are unknown, so Lucke talked to Grantland Graphics and they could take reproduce it if new pictures were taken. Dave Timmerman offered to assist with the new photos.

Fritz suggested having a tour of select homes and a possible buggy ride for a fundraiser. Have access to the inside of the homes and sell a limited number of tickets. He suggested using the Hospital Auxiliary's Tour of Homes as a model. Clauer agreed that a horse drawn exterior tour of the homes was a good idea.

The recommended tour list includes: Clark house (Busch), Baxter house (Reuter), Kinney house, Hymer house (Lucke), Schreiner house (Hoffman), Nelson Dewey (Richgels-Schaefer), and Ziegler house (Hibbard).

Fritz suggested that details of expectations of event times, number of tickets sold, number of volunteers, and house information should be communicated to the homeowners on the tour. Another option would be a guided drive by tour.

Administrator Crane suggested working with the Hospital Auxiliary on participating with the event to capitalize on their expertise in running similar events.

5. Announcements

The next meeting will include a discussion about the future role of the Historic Preservation Commission and an update on the Wright Block.

6. Schedule Next Meeting

The next meetings will be on Tuesday, February 28 at 6:30 PM and on Tuesday, March 20 at 5:30 PM.

7. Adjourn

Motion by Clauer, second by Fritz to adjourn meeting at 6:37 PM.

Respectfully Submitted,
Stephen Crane, City Administrator

MINUTES
HISTORIC PRESERVATION COMMISSION MEETING
MARCH 20, 2012
5:30 P.M.

1. Call Meeting to Order

Crubel called meeting to order at 5:35 PM

2. Roll Call

Members present: Jennifer Crubel (Chair), Brian Clauer, Bruce Fritz, Mike Steffel and Eric Johnston. Member Kyle Vesperman was absent. Also present was City Administrator Crane.

3. Approve Minutes

Motion by Fritz, second by Clauer to approve minutes from February 28, 2012 meeting. Motion carried.

4. 175th Birthday celebration – Historic Homes Theme

Administrator Crane updated the Commission on the Women's Auxiliary agreement to partner with the Historic Preservation Commission (HPC) to organize the tour of homes.

Possible for HPC to provide bunting for the homes on the tour and get reimbursed from the ticket sales

Commission divided up the potential homes for the tour:

- Fritz will ask Dan Reuter
- Steffel will follow up with Tom Lucke
- Administrator Crane will follow up with Larry Busch
- Crubel will talk to Hoffmans
- Clauer will talk to the Grant County Historical Society about how they gained access to the Kinney house.

5. Future role of HPC

Fritz talked about the tax credit process for the Wright Block and how the HPC can play a role in reviewing the project.

6. Announcements

Clauer stated there should be a group discussion with downtown property owners about development. Also, are there grants to hire architects to give advice?

Johnston commented that the Wright Block will be a positive example of the value of historic appearance of downtown buildings.

7. Next Meeting

The next meeting is scheduled for Tuesday, April 3, 2012 at 5:15 PM in the Council Chambers.

8. Adjourn

Motion by Johnston, second by Steffel to adjourn meeting at 6:22 PM. Motion carried.

Respectfully Submitted,
Stephen Crane, City Administrator

MINUTES
HISTORIC PRESERVATION COMMISSION MEETING
APRIL 3, 2012
5:15 P.M.

1. Call Meeting to Order

Crubel called meeting to order at 5:18 PM

2. Roll Call

Members present: Jennifer Crubel (Chair), Brian Clauer, Bruce Fritz, Mike Steffel and Eric Johnston. Member Kyle Vesperman was absent. Also present was City Administrator Crane, and Chrysti Prange and Tabitha Jackering from the Grant Regional Health Center Auxiliary.

3. Approval of Minutes

Motion by Steffel, second by Clauer to approve minutes from the March 20, 2012 meeting

4. Partnership with Hospital Auxiliary for the 175th Birthday celebration

Jackering introduced herself to the HPC and summarized a typical tour of homes event.

- 3-5 homes to tour is ideal
- 2-3 volunteers per home, with 2 shifts; homeowners can determine the number.
- Homeowners can block of rooms or areas as they wish.

Brief discussion regarding safety and security was held. The Auxiliary has never had any security issues.

The Tour of Homes will be on Sat. 7/21.

Administrator Crane will contact Anne Kinney and Busch. Also will ask Virgil Schneider – Linden St.

Fritz will contact Wepking.

Prange will talk to Reuter.

5. Future role of the Historic Preservation Commission

Fritz provided update on Wright Block per previous discussion of HPC's role in reviewing effort.

Brief discussion held about if the HPC should approach business owners who are doing improvements to offer advice.

Clauer feels downtown business owners should have discussions about the future development of downtown.

6. Announcements

None

7. Schedule Next Meeting

Next meeting will be Tuesday, 4/17 at 5:15 PM.

8. Adjourn

Motion by Johnston, second by Steffel to adjourn meeting at 6:20 PM.

Respectfully Submitted,
Stephen Crane, City Administrator

MINUTES
HISTORIC PRESERVATION COMMISSION MEETING
APRIL 17, 2012
5:15 P.M.

1. Call Meeting to Order

Crubel called meeting to order at 5:20 PM

2. Roll Call

Members present: Jennifer Crubel (Chair), Brian Clauer, Mike Steffel, Eric Johnston and Bruce Fritz (5:30PM). Member Kyle Vesperman was absent. Also present were City Administrator Crane, and Chrysti Prange (Grant Regional Health Center Auxiliary).

3. Approve Minutes

Motion by Johnston, second by Clauer to approve minutes of April 3, 2012 meeting. Motion carried.

4. Partnership with Hospital Auxiliary for the Historic Tour of Homes for the 175th Birthday celebration

Update on homes for tour:

- Luckes and Hoffmans are still considering
- Reuters do not want to participate
- Kinneys are considering
- Blocks are still considering
- Crubels are committed

Middle of May will be the deadline for booking the homes for the tour with advertising 2 weeks prior to the event.

Must have commitments from owners by next meeting or implement Plan B.

Administrator Crane will ask Angelis if they would be on the tour.

The Reuters may consider 2 small groups for tours.

The Commission will begin the write up for the Busch home.

5. Discuss future role of the Historic Preservation Commission

Will continue discussion of the Commission's role after the Tour of Homes event.

6. Announcements

Crubel announced that this was her last meeting.

7. Schedule Next Meeting

Next meeting will be on Tuesday, May 1 at 5:15 PM.

8. Adjourn

Motion by Johnston, second by Clauer to adjourn meeting at 5:50 PM.

Respectfully Submitted,
Stephen Crane, City Administrator

MINUTES
HISTORIC PRESERVATION COMMISSION MEETING
MAY 1, 2012
5:15 P.M.

1. Call Meeting to Order

Administrator Crane called the meeting to order at 5:23 PM

2. Roll Call

Members present: Dennis Morgan, Brian Clauer, Mike Steffel, Eric Johnston and Bruce Fritz. Member Kyle Vesperman was absent. Also present were City Administrator Crane, Tabitha Jackering and Chrysti Prange (Grant Regional Health Center Auxiliary) and Dave Timmerman (Herald Independent).

3. Elect Chair and Secretary

Motion by Steffel, second by Johnston to nominate Morgan as Chair of the Historic Preservation Commission. Motion carried

Motion by Johnston, second by Steffel to approve Morgan as Chair of the Historic Preservation Commission. Motion carried.

Motion by Johnston, second by Steffel to nominate Fritz as Secretary of the Historic Preservation Commission. Motion carried

Motion by Johnston, second by Steffel to approve Fritz as Secretary of the Historic Preservation Commission. Motion carried

4. Approve Minutes

Motion by Steffel, second by Fritz to approve minutes of the April 17, 2012 meeting. Motion carried

5. Partnership with Hospital Auxiliary for the Historic Tour of Homes for the 175th Birthday celebration

Administrator Crane reported that Hoffmans and Crubel are confirmed.

Prange noted that Angeli has agreed with some considerations related to the number of people in the house at once and the number of volunteers and security.

The Commission reached a census to plan the tour with the following four homes: Hoffman, Crubel, Angeli, and Larry Busch on Saturday, July 21 from 10:00 AM – 3:00 PM.

The GRHC Auxiliary will recruit volunteers and send letters to homeowners and volunteers once plans are finalized.

Administrator Crane will get the information on the homes from the Intensive Survey and contact homeowners for additional input.

Brief discussion was held regarding tour ticket prices – consensus was reached to charge \$10.

GRHC Auxiliary will work with the home owners on the tour and volunteer logistics.

Fritz left meeting at 5:37 PM.

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6. Announcements

The next GRHC Auxiliary meeting is May 15 at Noon.

7. Schedule Next Meeting

The next Historic Preservation Commission meeting will be on May 29 at 5:15PM.

8. Adjourn

Motion by Clauer, second by Johnston to adjourn meeting at 5:45 PM.

Respectfully Submitted,
Stephen Crane, City Administrator