

Historic Preservation Commission
Wednesday, January 20, 2010

1. **Call to Order:** Chair Arlan Kay called the regular Historic Preservation Commission meeting to order at 7:01 am on Wednesday January 20, 2010.
2. **Roll Call:** Present: Chair Arlan Kay; Joan Gefke; Beth Sever; Al Miller; Patrick Molzahn, Steve Peotter and Phil Harms. Also Present: Village Administrator Mike Gracz, Public Works Director Mark Below, Building Inspector Mike Kleisch, and Deputy Clerk/Deputy Treasurer Tracey Berman.
3. **Approval of Minutes**
 - a) 12/16/09- Miller moved to approve the December 16, 2010 Historic Preservation Commission minutes. Second by Sever. Motion carried 7-0.
4. **Communications and Miscellaneous Business:**
 - a) Update re: Historic Preservation Conference and Grants: Gefke gave an overview of the conference noting the donations received. The conference dates are Friday April 23rd and Saturday April 24th. Invitees to the conference will be sent out to various municipalities, historical organizations, and chamber of commerce's. The workshop given will be in the Gorman building (the former Red Brick building). Kay will be giving tours of the historic districts in the Village of Oregon. Gefke will pass along the agenda once everything is finalized.
 - b) Chair's Report: The Chair had no report at this time.
 - c) Update re: 119 South Main Street Building: Kleisch noted he has no response from the building owner (Kim Smith). A certified letter was sent, however the letter came back because it had not been picked up from the Post Office. It was noted the first letter sent appears to have made it to the building owner because it never came back undeliverable. Gefke believed the building owner maybe ill. Gefke noted she will try to make contact with the building owner and e-mail Gracz with any updates.
 - d) Discussion and Possible Action re: National Park Service Request for Certified Local Government (CLG) Achievement Information for 2009: Gracz questioned if Gefke has done this report in the past? Gefke noted she has and will do the requested report. Gracz noted he will send Gefke the e-mail with the attachments to complete the report.
 - e) Letter from Dane County re: Monitoring of Façade Program: Gracz referenced the letter noting the County acknowledges the Village has not been provided with proper guidelines for the Façade Program. Gracz stated the motion under agenda item 5 (c) needs to be clarified per the audit. It was noted this is a minor correction.
5. **Unfinished Business:**
 - a) Discussion and Possible Action re: final editing of the Historical Markers for the Downtown Buildings and War I Monument and Discussion of Locations chosen for Historical Markers: Gracz stated he added Molzahn's comments to the draft letter to the downtown property owners and would like to send this letter out. Molzahn made one grammatical correction under item 9, the sentence mid-way through the paragraph change "hope" to "hopes". Peotter suggested adding a question and answer regarding the benefit of the marker. Molzahn suggested adding the conference information in the

Historic Preservation Commission
Wednesday, January 20, 2010

letter and let property owners know the goal is to have the markers installed before April 23, 2010. Gracz noted the suggestions will be added and questioned if the Commission gives the ok to send the letter out. The Commission gave Gracz the ok. Gracz will send the letter out by Monday with a return date of February 1st. Gracz gave an overview of what would be included with the letter. There was discussion regarding when the markers could be send for production. It was noted to wait and see how many property owners want the markers before ordering.

- b) Update Re: Ordering Windows for Scott Mac Williams' property at 107 South Main Street: Kleisch stated the windows have been ordered and will arrive the end of January.
 - c) Update and Discussion/Possible Action regarding the Certificate of Appropriateness and Façade Grant for Scott Mac Williams' property at 107 South Main Street -- Second Floor front Windows: Mc Sherry Home Improvement \$11,565 Proposal --**Note: The Commission is requested to re-do the motions from the November Meeting for clarification:** Gracz explained the motion needed to be re-done per the County's audit. **Harms moved to recommend to the Village Board approval of the Façade Grant for Scott MacWilliam's New Windows at 107 S. Main Street and approval of the Certificate of Appropriateness. Second by Peotter. Motion carried 6-1. Molzahn voting nay.**
 - d) Downtown Water Tower Historic Preservation Grants: The Village Board okayed the submittal of the Water Tower Grant. The grant is due February 1, 2010. It was noted Gracz will be the contact for the Village.
6. Future Agendas: Harms requested the door replaced at the Piano Studio located at 101 S Main Street appear on a future agenda.
7. **Adjournment: Harms moved to adjourn the regular Historic Preservation Commission meeting at 7:37 am. Second by Miller. Motion carried 7-0.**

Submitted by,
Tracey Berman
Deputy Clerk/Deputy Treasurer