

**HISTORIC DISTRICT COMMISSION (HDC) MEETING MINUTES  
CALUMET VILLAGE TOWNHALL, 340 SIXTH STREET  
WEDNESDAY SEPTEMBER 20, 2023 - 5:30 PM**

**Present:** Chair Voelker (\*arrived at 6:01pm); Commissioners Dronet, Geisler, Green, Que;  
coordinator Haselden

**Absent:** Architectural Advisor Arnold

**Also Present from the Village:**

**Present from the Public:** V. Pulido

I. Call to Order / Roll Call / Pledge of Allegiance

Acting Chair Que called the meeting to order at 5:30pm with roll call and led the Pledge of Allegiance.

II. Petitions from the Public (*members of the public have 5 minutes to speak*)

None.

III. Approval of Minutes from July 26, 2023 Regular Meeting

Geisler moved, seconded Dronet to approve the minutes as presented.

**Motion Carried 4/0**

IV. Acceptance of Agenda

Geisler moved, seconded by Dronet to accept the agenda as presented.

**Motion Carried 4/0**

V. Unfinished Business

1. KNHPAC Heritage Grant (Street Sign Project)

Que provided an update for the street signs project which is taking longer than expected. She will continue to follow up.

2. HDC Standard Operating Procedures (SOP)

Haselden reviewed updates to the HDC SOP Document created.

Geisler moved, seconded by Que to approve the Standard Operating Procedures as presented.

**Motion Carried 4/0**

3. HDC Conflict of Interest Policy

Geisler moved, seconded by Dronet to approve the HDC Conflict of Interest Policy.

**Motion Carried 4/0**

VI. New Business

1. Applications for Certificate of Appropriateness (*none*)

2. Administrative Approvals (*none*)

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3. Demolition by Neglect provisions of the Historic District Ordinance (Ordinance No. 140 §9d).

*(\* Chair Voelker arrived and took over as Chair at 6:01pm)*

Haselden reviewed documents regarding Demolition by Neglect, a part of the HDC Ordinance. Green provided more feedback including a flow chart of properties and criteria for assessing at-risk buildings. The group agreed this would be a good project for the HDC to work on an updated list of properties and issues. Pulido mentioned the possibility of using GIS for uploading information on blighted properties.

4. Calumet Community Day/Agassiz Park 100<sup>th</sup> Anniversary

Haselden reminded everyone of Calumet Community Day on September 23<sup>rd</sup> noon-4:00pm and asked all to attend.

5. HDC coordinator Report

Haselden is working on a letter of completion to send when projects are complete. Haselden updated the HDC on the 5<sup>th</sup> Street Fire Site.

6. Architectural Advisor Report

None.

VII. Announcements and/or Comments

Geisler reminded everyone of Fall Festival at St. Paul's Church October 1<sup>st</sup>, 11:00-1:00pm. Green mentioned that the Nelson Schroeder building (corner of Oak & 7<sup>th</sup> Street is now for sell).

VIII. Comments from the Public *(members of the public have 5 minutes to speak)*

Pulido mentioned the National Bulletin as a resource as well as MI Tech as a resource for community engagement.

IX. Adjourn

Que moved, seconded by Dronet to adjourn the meeting at 6:32pm.

**Motion Carried 5/0**

Respectfully Submitted,

Megan Haselden, HDC coordinator

Abe Voelker, Chair