

HISTORIC DISTRICT COMMISSION (HDC) MEETING MINUTES - DRAFT
CALUMET VILLAGE TOWNHALL, 340 SIXTH STREET
WEDNESDAY, OCTOBER 16, 2024 - 5:30 PM

Present: Chair Abe Voelker; Commissioners Cassie Dronet, Chris Green and Pamela Que

Absent: Commissioner Dave Geisler

Also present from the village: Manager/HDC Coordinator Megan Haselden

Present from the public: Janet Johnston; Jeff Ratcliffe (KEDA Director, via Zoom)

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

Voelker called the meeting to order at 5:31pm with roll call and led the Pledge of Allegiance.

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

Johnston updated the commission on the Palosaari building, 513 Scott St. There are issues with the building structure, and she may request a permit for demolition.

Ratcliffe updated the commission on the Ruppe building, 211 5th St, which is currently privately owned. There are issues with the building structure, efforts to save the front part of the building facing 5th St are being discussed.

III. Acceptance of Agenda

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

IV. Approval of Minutes of September 18, 2024 Regular Meeting

Green moved, seconded by Que, to approve the minutes as presented.

V. Unfinished Business

1. KNHPAC Heritage Grant (Street Sign Project)

Que provided that the street signs are in, Sladek is working on the brackets and the signs may be placed before year-end.

2. Process or procedure for repairs / maintenance in the district – update Guidelines or COA requirement for tuckpointing?

Commission discussed requiring administrative approval for all maintenance and exterior work with tuckpointing requiring a Certificate of Appropriateness. The COA information is to be updated and sent with the mailer in the winter.

VI. New Business

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

2. Administrative Approvals (*none*)

3. Public Engagement / Enforcement

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i. Mailer to property owners

Que and Dronet to work with Haselden on creating the mailer with information to be sent to district property owners and area contractors, with a goal is to send this out in March or April 2025.

Discussion of the HDC GIS Map and creation of a summary sheet for each property, showing any COA or relevant information.

ii. Notice to be placed on deeds

Haselden to check with the Register of Deeds to determine how to make this happen.

4. HDC coordinator Report

Haselden provided updates.

5. Architectural Advisor Report (*none*)

VII. Announcements and/or Comments

Green reminded that HDC appointments will need to be on the November agenda.

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

None.

IX. Adjourn

Que moved, seconded by Dronet to adjourn the meeting at 6:22pm.

Respectfully Submitted,

Megan Haselden, HDC coordinator