



COMMUNITY DEVELOPMENT DEPARTMENT

222 Lewis Street
River Falls, WI 54022

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**AGENDA
HISTORIC PRESERVATION COMMISSION
Wednesday, September 14, 2016
5:30 p.m.
City Hall – Training Room**

5:30 p.m. CALL TO ORDER/ROLL CALL

APPROVAL OF MINUTES
July 13, 2016

PUBLIC COMMENTS – Non-Agenda Related Topic

OLD BUSINESS ITEMS

1. Discussion Regarding Disposition of 1939 River Falls Fire Engine
2. Story Map Edit
3. Plaque for Mel's Midtowner
4. Prairie Mill Chronology
5. Consultant Selection for National Register Nomination
6. Historic Preservation Conference

NEW BUSINESS

Agenda Items for October 12, 2016 Meeting

ADJOURNMENT

*Council members may be in attendance for informational purposes only.
No official Council action will be taken.*

Notification: River Falls Journal, 09/08/16
Post: City Hall Bulletin Board and Library 09/08/16



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MINUTES
HISTORIC PRESERVATION COMMISSION
Wednesday, July 13, 2016
5:30 pm
City Hall - Training Room

CALL TO ORDER/ROLL CALL – Meeting convened at 5:30 pm

Members Present: Heidi Heinze, Jeff Bjork, Mark Anderson, Pam Friede
Members Absent: Jayne Hoffman– Excused, Rebecca Prendergast

Staff Present: Tony Steiner – *City Planner*, Tyler Galde – *GIS Intern*
Others Present: None

APPROVAL OF AGENDA/MINUTES

MSC Bjork / Friede to approve the minutes of the June 15th meeting - unanimous

PUBLIC COMMENT

Jeff Bjork passed around copies of “Legacy of a Family” documenting the history of 306 North Main Street.

Heidi Heinze stated that she talked to Dan Geister and he indicated that he is not interested in serving on the HPC at this time, but may be at a future time.

Heidi Heinze indicated that she would be available for the presentation to council on the HPC on August 9th.

OLD BUSINESS

Plaque for Mel’s Midtowner

MSC Friede/Bjork to postpone discussion on Mel’s to August.

Prairie Mill Chronology

The Prairie Mill Chronology was put on hold last year. Most of the information has been assembled. A draft chronology has been written. Mark Anderson met with Neil Anderson. Neil has an abstract and will make it available to Mark. Neil would also like to think further about the plaque verbiage.

Story Map Edit

Commission members are providing edits to Tyler. Tyler will continue to work on project. Tyler will also send out a link to members in case they don't have one. Tyler will give an update at the August meeting.

Update on Historic Preservation Sub Grant- Swinging Bridge Nomination

Tony discussed the RFP that has been sent out. Staff expects to receive several proposals. Commission can discuss logistics of choosing a consultant at the August meeting.

Foster Cemetery

The commission discussed Foster Cemetery. Concern regarding balancing accessibility and preservation issues was discussed. Members suggested putting this item on the annual joint meeting with the Park Board for further study.

Local History and Preservation Conference

Staff discussed the agenda sent out for the Tenth Annual Local History and Historic Preservation Conference in Wisconsin Dells on October 21-22. . Currently Jeff and Heidi indicated an interest in going.

NEW BUSINESS**Agenda Items for July 13, 2016 Meeting**

- Plaque for Mel's Midtowner
- Prairie Mill Chronology
- Story Map Edit and Ideas
- Consultant Selection for Swinging Bridge National Register Nomination.

ADJOURNMENT-

MSC Bjork /Friede to adjourn at 6:35 p.m. - unanimous

Respectfully submitted,

Tony Steiner, City Planner



COMMUNITY DEVELOPMENT DEPARTMENT
MEMORANDUM

TO: Historic Preservation Commission
FROM: Tony Steiner, City Planner
DATE: September 14, 2016
RE: September Historic Preservation Commission Meeting Agenda Items

- Item 1: RE: Discussion Regarding Disposition of 1939 River Falls Fire Engine**
The HPC has discussed interest in preserving the 1939 River Falls Fire Engine. It is currently in storage at the City's cold storage building . Fire Chief Nelson has asked to come to the meeting to discuss the disposition of the 1939 River Falls Fire Engine.
- Item 2: RE: Story Map Edit**
Tyler has been working on the Story Map and will be reviewing format changes and updating you on the progress.
- Item 3: RE: Plaque for Mel's Midtowner**
Jayne and Heidi will be discussing the status of background work for Plaque preparation of Mel's Midtowner.
- Item 4: RE: Prairie Mill Chronology**
Mark was to meet with Neil Anderson and discuss the chronology and verbiage. Neil has an abstract that may be useful in our research. Mark will report on the meeting.

Item 5: RE: Consultant Selection for Swinging Bridge National Register Nomination

Since our last meeting we have selected a consultant and a contract has been executed for work on the Swinging Bridge National Register Nomination. Heritage Research is our consultant and Traci Schnell will be the lead in preparing the nomination. Traci was our consultant on the Intensive historic and Architectural survey.

Item 6: RE: Historic Preservation Conference

Staff has registered three members for the October 21st -22nd Conference at Wisconsin Dells, Heidi, Jayne and Pam. We should have a brief discussion of logistics at our meeting.

PROJECT SCHEDULING:

The project award and completion dates noted in the Request for Proposals provide for an approximate 11-month work period. Accordingly, work will commence immediately upon receiving the Notice to Proceed. It is assumed at this time that following city council approval, a contract can be in place by no later than 15 September 2016. Although the project completion date is identified as August 2017, we would anticipate the nomination’s completion and submittal to the WHS by about 15 February 2017.

Tentative Project Schedule

Project Milepost	Task Elements to be Completed
September 2016	Consult with WHS staff regarding historic boundary
September-October 2016	Take photos of bridge; take any measurements necessary; review available plans on file at the City of River Falls. Visit any other local repositories for additional information.
January 2017	Complete writing for district; submit to River Falls HPC for review, if requested.
February 2017	Receive and incorporate (if any) HPC comments; submit completed nomination and supporting materials to the WHS.
To be Determined	Presentation to the PRB

Because the presentation of the nomination to the PRB (the group of which meets four times a year; in February, May, August and November) may not occur for up to six to nine months after submission of the nomination to the WHS, presentation to the PRB, as well as making any changes to the nomination that are requested by the PRB or the WHS, is not reflected at this time. However, those tasks are included in the project deliverables. Also, due to the unknown timing regarding the presentation of the nomination to the PRB, we would like to submit all materials in February to be able to more likely secure a PRB date in 2017.

HRL PROJECT TEAM:

Heritage Research, Ltd., strongly believes that it brings to this project a staff of exceptionally well-qualified and talented individuals. Brian J. Faltinson, M.A., Project Historian, will serve as project manager and principal investigator for the project. He will be responsible for completing all aspects of the project, including fieldwork, research and preparation of the nomination. Traci E. Schnell, M.A., Senior Architectural Historian, who served as the principal investigator for the 2014-2015 City of River Falls Architectural and Historical Resources resurvey effort, will edit the nomination. John N. Vogel, Senior Historian and HRL President, who has extensive bridge-related research experience, can also assist, if necessary.