



**COMMUNITY DEVELOPMENT DEPARTMENT**

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**AGENDA  
HISTORIC PRESERVATION COMMISSION  
Wednesday, November 9, 2016  
5:30 p.m.  
City Hall – Training Room**

**CALL TO ORDER/ROLL CALL**

**APPROVAL OF MINUTES**  
October 13, 2016

**PUBLIC COMMENTS – Non-Agenda Related Topic**

**OLD BUSINESS ITEMS**

1. Discussion Regarding Planning for River Falls History Museum
2. Plaque for Mel's Midtowner
3. Prairie Mill Chronology
4. Finalize Date for the Home Movie Day Spring of 2017
5. Members Review and Discussion Historic Preservation Conference
6. December Joint Meeting with Park Board

**NEW BUSINESS**

Agenda Items for Joint meeting with Park Board, December 14, 2016

**ADJOURNMENT**

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

Notification: River Falls Journal, 11/03/16  
Post: City Hall Bulletin Board and Library 11/03/16



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**MINUTES**  
**HISTORIC PRESERVATION COMMISSION**  
**Thursday, October 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, Jayne Hoffman

**Members Absent:** None

**Staff Present:** Tony Steiner – *City Planner*, Tyler Galde – *GIS Intern*

**Others Present:** None

**APPROVAL OF AGENDA/MINUTES**

MSC Bjork / Anderson to approve the minutes of the July 13th meeting - unanimous

**PUBLIC COMMENT**

Jeff Bjork –stated that he has placed an ad for help wanted on his Facebook page for openings on the Historic Preservation Commission and has inquiries from two citizens.

**OLD BUSINESS**

**Discussion Regarding disposition of 1939 River Falls Fire Engine**

Chief Nelson has indicated the Fire Department has no interest in the 1939 Fire Engine. Currently it is being stored at the city cold storage building on Apollo Road. The HPC wants the engine to stay in city ownership and preserve it.

MSC Friede/Hoffman to recommend the City maintain ownership and the engine be stored at its current location (City Cold Storage Building) - Unanimous.

**Story Map Edit**

Tyler gave a brief presentation on work to date. Work will be completed by December 1<sup>st</sup>. Tyler will give presentation to Joint HPC/Park Board meeting in December.

**Plaque for Mel's Midtowner**

Work continues and progress is being made. A final draft will be ready for review and approval at the November meeting.

**Prairie Mill Chronology**

A draft chronology has been written. Mark Anderson met with Neil Anderson and is working on final edits. A final will be reviewed and approved by the HPC in November.

**Discussion on Possible dates for Home Movie Day Spring of 2017**

Commission members discussed alternative dates in the spring that work with the presenter's schedule. Jayne will get back with presenter to finalize a date and report back to the HPC in November

**Historic Preservation Conference- Wisconsin Dells- October 21-22.**

Staff distributed registration and hotel accommodation materials to Heidi, Pam and Jayne. Members will report back in November on their experience and findings.

**HPC Member Vacancies**

HPC discussed vacancies Jeff noted inquires by two citizens to his Facebook posting. Members encourage interested individuals to contact Mayor.

**NEW BUSINESS****Agenda Items for November 9, 2016 Meeting**

- Discussion Regarding Planning for River Falls history Museum
- Plaque for Mel's Midtowner
- Prairie Mill Chronology
- Finalize Date for the Home Movie Day spring of 2017
- Members Review and Discussion of Historic Preservation Conference

**ADJOURNMENT-**

MSC Bjork /Hoffman to adjourn at 6:25 p.m. - unanimous

Respectfully submitted,



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Tony Steiner, City Planner



COMMUNITY DEVELOPMENT DEPARTMENT  
MEMORANDUM

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**TO:** Historic Preservation Commission

**FROM:** Tony Steiner, City Planner

**DATE:** November 9, 2016

**RE:** November Historic Preservation Commission Meeting Agenda Items

**Item 1: RE: Discussion Regarding Future History Museum**

It is a goal of the HPC to advance the idea of a River Falls History Museum and to see it happen. The HPC should start to formulate a timeline on the progression of key goals necessary and a strategy to work towards making this a reality. Issues and obstacles need to be identified and addressed if you are to be successful. Staff looks forward to your discussion and ideas.

**Item 2: RE: Plaque for Mel's Midtowner**

Jayne and Heidi will be discussing the status of background work for Plaque preparation of Mel's Midtowner. The goal is to have a final draft approved and ready to send out to the engraver.

**Item 3: RE: Prairie Mill Chronology**

Mark met with Neil Anderson and discussed the chronology and verbiage. The final draft will be discussed and reviewed. The goal is to have it ready to be sent out to the engraver.

**Item 4: RE: Setting Final Date for the Home Movie Day Spring of 2017**

Jayne has been in contact with Amy Sloper about setting up a time for Home Movie Day in 2017. She has been in contact with another archivist who is interested in helping with the event. At the last meeting several dates were

discussed. Jayne will be in contact with the archivist to finalize a date and will report to the HPC.

**Item 6: RE: Historic Preservation Conference Report**

Heidi, Jayne and Pam attended the October 21<sup>st</sup> -22<sup>nd</sup> Conference at Wisconsin Dells, and will give a report on the conference and their experiences.

**Item 7: RE: December Joint Meeting with Park Board**

The Park Board will meet with the HPC at our regular meeting date of December 14<sup>th</sup>. We will have pizza and conversation. Tyler will give a short presentation on the Story Board project. We will also have a discussion on the Foster Cemetery and ideas for HPC and Park Board to work on for Foster Cemetery in 2017 with an emphasis on balancing accessibility and preservation issues.