



**Minutes of the
Heritage Preservation Commission (HPC)**

**Held at 5:00 p.m., Tuesday, March 14, 2023
Committee Room, Anoka City Hall**

I. **Call to Order** Chair Bart Ward called the regular meeting to order at 5:05 p.m.

II. **Roll Call**

Members present: Chair Bart Ward, Commissioners James Collins, Colleen Hansen, Elizabeth McFarland, Lisa Silberg-Jurek, Barb Thurston

Members absent: Commissioner Cory Rahn

Others present: None

Staff present: Clark Palmer, Senior City Planner

III. **Oath of Office**

Senior City Planner Clark Palmer issued the oath of office to Commissioner Silberg-Jurek.

IV. **Approval of Minutes**

A. **January 10, 2023.**

**MOTION TO APPROVE THE MINUTES AS PRESENTED BY
COMMISSIONER THURSTON, SECONDED BY COMMISSIONER COLLINS.
MOTION CARRIED 6-0.**

V. **Old Business**

A. **Recap of Federal HPC Award and Event**

Chair Ward said he received many positive comments regarding the event and learned much about Federal Cartridge.

Commissioner McFarland said she was very pleased with the event and liked that they did not have a formal plan as it worked very well and thanked everyone for the teamwork. She suggested a roast/dunk tank type event for future, such as with Pete Turok with the Anoka Chamber then suggested hosting something in the former Sport Shack or Mill site that would highlight a store for example and all the former uses.

Commissioner Thurston said the speakers were great and the event casual and showed what Federal Cartridge meant to the community.

Discussion was further held on potential events.

B. Review of 2023 Goals (HPC and City Council)

Mr. Palmer shared the City Council's goals session took place in February where the Council reviewed the 2022 accomplishments and 2023 goals from department heads and boards and commissions to ensure alignment with Council goals. He shared the summary in detail then asked for Commission input, adding he did not believe our work would conflict with any of the City's goals.

Commissioner Thurston asked about when we planned on sharing about the WPA sidewalks. Mr. Palmer said he believed this was included in the public education goal and said the sign was here and just needed to be installed.

Commission consensus was to submit the goals and accomplishments as presented.

VI. New Business

A. Review of Conflicts of Interest, Code of Ethics, and Open Meeting Law

Mr. Palmer shared information from the City Clerk regarding Conflict of Interest, Code of Ethics, and Open Meeting Law and if they had any questions to contact him or the City Clerk. He highlighted the importance of open meeting law and noted chance meetings among members were allowed but that members could not discuss official business. He said if Commissioners wish to add an item to the agenda to contact him and he will add it in advance in order to maintain transparency.

VII. Committee Reports

A. Heritage Preservation Award Committee (Silberg-Jurek, Thurston)

Mr. Palmer said he would connect with the HRA to see if there were any homes as part of the CARE program that would fall under the HPC.

Discussion was held on the CARE program limits and if the amount was a lot it could result in some significant projects. Mr. Palmer said they had many more applicants last year than funds available and would follow up with staff.

Mr. Palmer shared about the sandwich board for the home on Maple Avenue which was circa 1880. He said the property owner found the abstract that showed the home was actually built in 1848 but that nothing from the original home was visible and may no longer be a good candidate for sandwich board recognition. He said under the State's program this home would not qualify but noted the City does not follow those guidelines and asked for direction.

Commissioner Hansen said the program was about appearances and that the home no longer visually shows portions of the original home from that time for it to be appropriate.

Commission consensus was to provide the property owner with the original sign and not pay the cost to make a new one.

Commissioner McFarland suggested having a prop somewhere for a future event.

B. Fundraising Committee (Rahn)

No further update.

C. Event Committee (Ward, McFarland, Hansen)

No further update.

Commissioner Collins asked about fundraising ability and if the HPC was allowed to fundraise. Mr. Palmer said there have been a couple different opinions from the City Attorney but if there was a project we really wanted to work on, such as the stone fireplaces, we could bring forward to Council for inclusion in a future budget.

Commissioner McFarland suggested allowing people to donate to projects instead.

Commissioner Collins said he would do some research for grant opportunities through the Living New Deal out of Berkley California.

Mr. Palmer said he had wanted to budget for work from the historic grant person we worked with earlier to assist with grant writing as he did not have the capacity to do so, adding it was important to have buy in and need for matching grants.

Commissioner McFarland suggested approaching Council first for their direction before doing any grant research.

Mr. Palmer suggested the work be done through the Parks Department as they have a dedicated budget and could work on together by budgeting for grant application work and matching funds.

Commissioner Thurston suggested contacting Todd Mahoney at SHIPO to see if he could assist with this process.

Commissioner Collins asked if the Council was fully aware of this goal. Mr. Palmer suggested sharing more about the fireplaces at a future Council meeting and would work to create talking points for possible inclusion on a Council agenda.

Chair Ward asked that staff forward photos of the fireplaces to McGough for consideration.

Discussion was held on whether the fireplaces should be functional. Mr. Palmer said the Park Board would prefer they are not functional for safety purposes.

VIII. Adjournment

MOTION TO ADJOURN BY COMMISSIONER THURSTON, SECONDED BY COMMISSIONER HANSEEN, MOTION CARRIED 6-0 AT 5:52 P.M.