

**CITY OF MERRILL
HISTORIC PRESERVATION COMMITTEE
Wednesday, November 10, 2021 at 6:00 P.M.
City Hall Council Chambers
1004 E. First Street**

AGENDA

Voting members of Committee: Alderperson Paul Russell, Chairman, Bea Lebal, Elizabeth McCrank, Michael Caylor, Jr. and Alderman Steve Sabatke.

To attend remotely, call 347-450-4953 and meeting PIN 629 783 484#

1. Call to order
2. Approval of October 13, 2021 minutes
3. Consider final proposal for street naming project and send to Board Public Works
4. Finish press release on mission and purpose of our committee
5. Discuss Steve Sabatke and Elizabeth McCrank's projects
6. Exterior Maintenance Report
7. Public comment
8. Set date, time of next meeting.
9. Adjourn

Agenda prepared by Shari P. Wicke
Agenda reviewed by Chairman Paul Russell

The Merrill City Hall is accessible to the physically disadvantaged. If special accommodations are needed, please contact the Merrill City Hall at 536-5594.

**City of Merrill
Historic Preservation Committee
Wednesday, October 13th, 2021 at 6:00 P.M.
City Hall Common Council Chambers, 1004 East First Street**

Voting Members Present (4 of 5): Alderman Steve Sabatke, Michael Caylor, Elizabeth McCrank (arr. 6:07) and Bea Lebal. Alderman Paul Russell (Chairperson) was excused.

Others meeting attendees (either in-person or remotely) included: Building Inspector/Zoning Administrator Darin Pagel, City Attorney Tom Hayden and City Clerk Bill Heideman. Merrill Productions was present to videotape the meeting.

Call to order

In the absence of Chairperson Russell, Bea Lebal called the meeting to order at 6:00 P.M.

Minutes of previous meeting(s)

The minutes were in the meeting packet.

Motion (Caylor/Sabatke) to approve the September 8th, 2021 minutes. Carried.

Methods to communicate Historic Preservation ordinance changes to the public

Building Inspector/Zoning Administrator Pagel commented that people primarily “pay attention” to the ordinances when they are planning to take action(s) on structures.

Mike Caylor suggested contacting the media when there are changes. Alderman Sabatke suggested that a press release would also help communicate changes.

Committee members suggested that it would be beneficial for them to receive the monthly list of outstanding inspection orders. Building Inspector/Zoning Administrator Pagel will address this request.

Alderman Sabatke and Elizabeth McCrank will work on updating the list of prospective historic properties. It was suggested that their progress on this should be a monthly future agenda item.

Mike Caylor will work on an article related to this subject.

Discussion on admirable street names

Note on admirable street names: **Blocks designated as memorials would not change the actual street name. Residents would continue to use the exact same address they have always used for their homes and businesses, and the memorial street will not be recognized by the United States Post Office.**

Mike Caylor suggested that the next step in the process should be to send a recommendation to the Board of Public Works. The questions that still need answering include:

- How often should new nominations be considered?
- How many nominations at a time should be considered?
- Will there be a fee, and, if so, how much?

There seemed to agreement that a “complete” policy should be prepared and approved by the committee. This policy could then be recommended to the Board of Public Works.

Street signs and associated costs were discussed.

It was suggested that, at some future time, each committee member should submit three names for consideration.

Mike Caylor will prepare a proposal/policy for consideration at the next meeting.

Develop historic resource list for property owners

Alderman Sabatke suggested that property owners have access to a list of available contractors that do remodeling/rehab work on historic and/or potentially historic sites.

Building Inspector/Zoning Administrator Pagel suggested that Linda Tryczak might be able to provide a list to use as a starting point.

Elizabeth McCrank suggested that, before establishing a list of resources, a list of resource types should be developed.

Alderman Sabatke volunteered to be a “focal point” for gathering information related to people offering services related to historic structures.

Mike Caylor will contact Linda Tryczak to determine whether she could provide a list.

Public Comment Period

Alderman Sabatke stated that it is his understanding that Jon Malm is not interested in purchasing the Livingston Center (former American Legion building) at this time. Alderman Sabatke then noted that, now that the City has taken ownership of the Livingston Center, steps will need to be taken to winterize the building. He that expressed his opinion that, as soon as possible, the Livingston Center should be given historic structure designation.

Building Inspector/Zoning Pagel reviewed the current policy on applications for historic structure designation.

Alderman Sabatke requested that the next agenda include consideration of designating the Livingston Building as a historic structure.

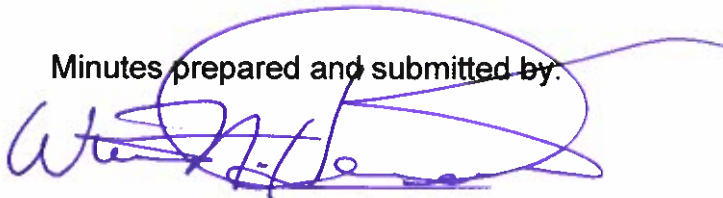
Establish date, time and location of next meeting

Motion (Caylor/McCrank) to schedule the next meeting for Wednesday, November 10th, 2021 at 6:00 P.M. in the City Hall Common Council Chambers. Carried.

Adjournment

Motion (McCrank/Sabatke) to adjourn. Carried. Adjourned at 6:49 P.M.

Minutes prepared and submitted by.



William N. Heideman CMC, WCMC
City Clerk

Outstanding Ext Maint 2021

Property Owner	Street#	Street Name	Insp Date	Description of Violations
Darla Schuman	1700	2nd E.	05-19-21	RAZE Orders
Caleb Baumann	710	11th E.	08-11-21	Junk, vehicle salvage, appliances
Robert E. Galella	504	7th E.	07-21-21	Complaint-See file, Unoccupied-will call for inspection prior to tenant
Jerry Geiss	808	Grand Ave.	10-13-21	5-Day Garbage Clean-up
Dolores Kleinhans	101	Park	09-22-21	5-Day Garbage Clean-up
Christian Mens Discipleship	100	Polk N.	08-05-21	Inspection request-tenants without approval
Park City realty-Liz Van Der Geest	500	Main W.	07-15-21	Remove Sign - Out of business for 6-month
David & Darlene Herdt	706	Prospect N.	02-03-21	Garage tear down
Austin Moldenhauer(new Buyer)	402	Chippewa	02-02-21	Paint entire house and garage
Jane Holmiski	500	Cleveland	02-05-21	Paint entire house and garage
Tasha & Josua Jaeger	102	Cottage	02-03-21	Paint entire house
Tommy Miller	703	Center S.	08-05-21	See File
Tim & Debra Kinsey	700	Main W.	02-03-21	Paint entire house and garage (nothing as of 6-30-21)
Edward & Robert Hancock	103	Cottage	02-03-21	Paint entire house and garage
Matt Leskey-New Owner	601	Wisconsin	05-21-21	Complaint-painting
Patrick Wunsch	506	East	02-05-21	Paint house
River Country	1311	River	03-31-21	Painting
Hoffman Storage	1601	Cty K	09-15-20	Hard surface parking
Trinity Church	605	1st W.	02-03-21	removing house and garage
Driven Auto Sales	422	2nd E.	10-22-20	Hard surface and internal drainage parking

Outstanding Ext Maint 2021

Property Owner	Street#	Street Name	Insp Date	Description of Violations
The Lofts at City Hall	713	2nd E.	07-01-21	Deferred monthly payment until July, 2022 per Common Council
Donna Woller	2800	Thielman 15B	08-25-21	Complaint-Exterior Water Issues/Mold-Eastgate Condo
Sandra Winchell	411	State N.	02-03-21	Paint entire house and garage
Nathanial Fabbi	700	3rd E.	10-19-21	5-Day Garbage Clean-up(garbage in drive-way & complete yard area)
Don Townsend	1905	Jackson	10-13-21	Complaint-Unfit to live in (Interior Inspection on 10/26/21)
Whispering Pines	2801	Thielman	09-08-21	Doublewide-Cond Use Amendment
Audrey Lass	109	Cottage	02-02-21	Paint entire garage and replace windows(nothing as of 6-30-21)
Brent Lemke	604	1st W.	02-03-21	Paint entire garage (nothing as of 6-30-21)
Kevin Delp	507	7th	09-30-21	Complaint- Interior items (see file)
Fick Bricks	509	7th E.	06-07-21	Exterior complete
Don Townsend	1905	Jackson	10-26-21	Order to Raze
Shawn Mcallister	1011	9th E.	07-14-21	5-Day Garbage Clean-up (Yard area and boats) Final Notice 7-22-21
Gloria Bannister	1001	Cleveland	07-21-21	Shed removal
Christine Peck	808	East	06-16-21	5-Day Garbage Clean-up (Remove shed & yard area)
Sara Brown	505	East	06-24-21	5-Day Garbage Clean-up (tires and appliances) (Nothing as of 6-30-21)
Dan Forss	603	Foster S.	08-17-21	5-Day Garbage Clean-up (pallets, oil barrels, bags of leaves, yard area and front porch) LARGE ITEM PICKUP
Semling-Menke	400	Kyes S.	08-05-19	Repair block and paint
JWM LLC	1007	Main E.	04-19-21	Complete siding, paint non-maint. Areas on building
MAD Management	211	Prospect N.	08-23-21	5-Day Garbage Clean-up (appliances & Carpet in yard)
Mindy Karow	611	Superior	02-04-21	Paint entire garage