

**City of Merrill
Historic Preservation Committee
Wednesday, October 18, 2023
City Hall Common Council Chambers**

Historic Preservation Voting Members Present: Chair Caylor, Elizabeth McCrank, Bea Lebel (remote) and Bill Heideman. Alderperson Sabatke was excused.

Other's present: Merrill Community Media.

I. Call to order – Chair Caylor called the meeting to order at 6:00 PM

II. Approval of Previous Meeting Minutes from September 20, 2023

Bill Heideman made a motion to approve the September 20th minutes. Elizabeth McCrank seconded and the motion carried.

III. General Agenda Items:

1. Discussion regarding Historic homes and buildings:

a. Discussion on Legion Building:

Elizabeth gave an update on the Legion Building storyboard. She is working with Don Litzer and Premier for the sign. No completion date has been decided.

b. Update on virtual Historic home/building tour:

Chair Caylor gave an update regarding the home owners who responded to the letter. They are taking pictures of their homes during the various seasons to incorporate with the video.

c. Discussion with AAC to coordinate with Historic Preservation Committee:

Chair Caylor stated Mike Ravn could not attend the meeting. This will be included on a future meeting agenda.

2. Discussion and update on sign placement schedule, media coverage and next steps for future nominations:

Chair Caylor updated the committee regarding the remaining sign dedications. Senator Tiny Krueger's sign is in the process of deciding on a date for the dedication. He is working with the family members. November 11th is the date for Lt Russell but the time has not been set.

Elizabeth McCrank reminded the committee the dedication for Natalie Scribner will be at noon on Monday, October 23rd on the corners of 1st and W Main. There will be refreshments following the dedication in the Library Cafe area.

a. Discuss and approve application form and process for 2024 historic street nominations:

Chair Caylor updated the committee with the form for nominations. The tentative schedule would be November 2023, start applications until March 31, 2024. At the April 2024 meeting, the committee would review the applications. In May 2024, the person

who filled out the nominations papers would be notified and the process would move forward with sign placement/dedications in summer/fall of 2024.

Following discussion, it was decided the Committee would decide the historical significance of the applications. The applications will part of the April 2024 agenda/packet. The committee is hoping for 5 nominations.

IV. Next meeting date and time:

The Committee decided the next meeting would be a Call of the Chair.

V. Public Comment

There was no public comment.

VI. Adjournment

Elizabeth McCrank motioned to adjourn. Bill Heideman seconded and the motion carried. The meeting was adjourned at 6:20 PM.

Minutes prepared and submitted by: Lori Anderson-Malm, City Clerk