

**City of Merrill
Historic Preservation Committee
Wednesday, September 20, 2023
City Hall Common Council Chambers**

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

Other's present: City Clerk Anderson-Malm, Don Litzer, Valerie Caylor and 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 August 9, 2023

Elizabeth McCrank made a motion to approve the August 9 minutes. Alderperson Sabatke seconded and the motion carried.

III. General Agenda Items:

1. Discussion regarding Historic homes and buildings:

a. Discussion on Legion Building:

Elizabeth McCrank updated the committee on the storyboard. She provided interior pictures for the storyboard. She will contact Premier for the construction of the storyboard.

b. Update on virtual Historic home/building tour:

Chair Caylor spoke with Shari Wicke, she sent out letters to 10 homeowners; three have been returned. Shari will touch base with the homeowners asking them to take pictures of their homes in the fall and winter. The video footage will be conducted by Merrill Community Media.

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

Chair Caylor stated Mike Ravn could not attend the meeting. Elizabeth McCrank made a motion to layover this item to the October meeting. Bill Heideman seconded and the motion carried.

2. Consider signage for Normal Park:

Don Litzer was granted floor privileges to address the committee regarding a sign for Normal Park. He provided material and gave an overview on Normal School. After discussion, Chair Caylor made a motion to nominate Don Litzer to form a committee of 1 and to come back in spring 2024 with a sign/storyboard draft to present to the committee. Elizabeth McCrank seconded and the motion carried.

3. Discussion and update on sign placement schedule, media coverage and next steps:

Chair Caylor reported on the sign dedication for Mother Aniceta's sign on O'Day Street. The sign for Natalie Scribner will be completed this week and the location and date of dedication will be determined. The sign for Robert Russell will be dedicated on November 11th. Alderperson Sabatke mentioned other programs/observances already

set for Veteran's Day, November 11th and suggested all be coordinated. The sign for Andrew Warren will be scheduled for 2024.

Chair Caylor will provide a nomination form at the October meeting for consideration for spring 2024. The cost per nomination will be \$20.00 to offset costs.

IV. Next meeting date and time:

The next meeting will be Wednesday, October 18 at 6:00 pm

V. Public Comment

There was no public comment.

VI. Adjournment

Alderperson Sabatke made a motion to adjourn. Bill Heideman seconded and the motion carried. The meeting was adjourned at 6:24 PM.

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