

1. Heritage Preservation Committee Regular Meeting

Documents:

[2-14-23 AGENDA.PDF](#)

[2-14-23 PACKET.PDF](#)



Anoka City Hall, Work Session Room (2<sup>nd</sup> floor), 5:00 p.m.  
**Tuesday, February 14, 2023**



- I. Call to Order
- II. Roll Call
- III. Oaths of Office (Silberg-Jurek)
- IV. Approval of Minutes
  - a. December 13, 2022
- V. Old Business
  - a. Federal HPC Award and Event
- VI. New Business
  - a. QCTV Evergreen Video Clips
- VII. Committee Reports
  - a. Heritage Preservation Award Committee (Silberg-Jurek, Thurston)
  - b. Fundraising Committee (Rahn)
  - c. Event Committee (Ward, McFarland, Hansen)
- VIII. Adjournment



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

**Held at 5:00 p.m., Tuesday, December 13, 2022  
Committee Room, Anoka City Hall**

I. **Call to Order** Vice Chair Barb Thurston called the regular meeting to order at 5:07 p.m.

II. **Roll Call**  
Members present: Vice Chair Barb Thurston, Commissioners James Collins, Colleen Hansen, Commissioner Elizabeth McFarland Cory Rahn

Members absent: Chair Bart Ward, Commissioner Lisa Silberg-Jurek

Others present: None

Staff present: Clark Palmer, Senior City Planner

III. **Approval of Minutes**  
A. November 9, 2022.

**MOTION BY COMMISSIONER HANSEN, SECONDED BY COMMISSIONER MCFARLAND, TO APPROVE THE NOVEMBER 9, 2022, MINUTES AS PRESENTED. MOTION CARRIED 5-0.**

IV. **Old Business**

A. **Federal HPC Award and Event**

Commissioner McFarland shared an update that the Federal Cartridge event has been moved to February as many of the executives from Federal Cartridge will not be present.

Senior City Planner Clark Palmer noted the next meeting will be January 10 and will allow plenty of time to plan for a date and finalization of the guest list.

Commissioner Rahn confirmed that the 100-year partnership was going to be included on the actual award.

Mr. Palmer shared more about the award then shared the sandwich board with the Commission.

V. **New Business**

A. **2022 Accomplishments and 2023 Goals**

Mr. Palmer shared the 2021 HPC accomplishments and 2022 goals as outlined below:

### 2021 Heritage Preservation Commission Accomplishments

1. Awarded 3 heritage preservation awards at the HPC's annual televised meeting.
2. Identified and contracted with a new vendor for fabrication of sandwich board sign frames for continuation of the HPC's sandwich board sign program.
3. Created a witch medallion fundraising program.
4. Completed an evaluation of 3 historic structures in Anoka and recommended their addition to the historic City Register.

### 2022 Heritage Preservation Commission Goals

1. Rehabilitate the stone fireplaces at Goodrich Field and Atkin Riverside Park.
2. Promote the rehabilitation of the Rum River Stone House.
3. Identify a list of historic resources in the City of Anoka for preservation.
4. Take inventory and replace damaged/dated sandwich boards signs.
5. Plan for and conduct an annual heritage preservation awards ceremony.

Mr. Palmer reviewed the status of the 2022 goals in further detail, stating the stone fireplace restoration would be over \$50,000-\$75,000. Discussion was held on reasons for the costs and the importance of doing the project right if done at all.

Mr. Palmer updated the Board on the Rum River Stone House and how the project would be completed as part of the master park plan restoration. He shared about completion of the list of historic resources and asked if there may be interest in expanding the City register which would include the need for more funding for studies.

Discussion was held on the possibility of better signage for sites such as The Milk House reflective of the building and its historical value. Mr. Palmer noted how the Commission tried to focus on publicly-owned property first.

Commissioner McFarland spoke about the difficulties of living in a historic district and not being able to address the sites' needs. Mr. Palmer explained the purpose of the list would allow the Commission to provide input before any demolition was considered and that demolition would be the last option. The Commission discussed balancing and redefining what historic means and not necessarily rehabilitation.

Commissioner Rahn spoke about the need to identify reasons for a historic property to help with future defending of sites that were being considered for demolition. Mr. Palmer agreed that is the value of the reports.

Commissioner Collins suggested the pump house could be used as storage.

Commissioner McFarland left the meeting at 5:40 p.m. and returned at 5:55 p.m.

The Commission discussed the need for new sandwich board signs at locations such as The Pearson's home on Monroe Street, Franklin, Maple, Monroe, and

Commissioner Hansen and McFarland's replacements. Mr. Palmer said he would place the order.

Discussion was held on 2023 goals that should include the stone fireplaces, stone house, and others.

Commissioner Hansen shared an update on the Agricultural Committee that included the silos and the difficulty to do such a project when property is privately owned and suggested the Larsens request further direction from the City Council on their wants first and suggested something similar to the Mad Hatter joint project be created.

Vice Chair Thurston said it would be important to get the Larsens' site on the register now so easements and other work was in place first.

Commissioner Collins asked about the loss of the railroad bridge. Vice Chair Thurston said maintenance and the need to raise the bridge resulted in its loss.

Commissioner Collins asked what can be done to promote private structures such as 2<sup>nd</sup> Avenue and Adams and Highway 47/Highway 10. Mr. Palmer shared an update on the progress of the two sites then spoke about Les Fischer's home and the City's goal to gain compliance while not being punitive when it comes to property maintenance.

Mr. Palmer said he would include the stone fireplaces and Agricultural Committee for 2023 goals. The Commission suggested including the need for further public education on the significance of historical significance, including methods such as signage.

Commissioner Collins shared about his former rental property and intent to donate the rental license refund to the HPC.

Commissioner McFarland said education could occur at Riverfest to share the purpose and mission of why the Commission exists. Commissioner Rahn suggested a YouTube video for online sharing. Vice Chair Thurston suggested creating a mission statement.

Mr. Palmer noted the Council may be interested in creating infill standards which will help with the Commission's goals as well.

Consensus of 2023 goals were to include fireplace restoration, education on the purpose of Commission, annual event to share the Commission's mission and fundraise, sandwich board sign replacement, and the Agricultural Committee.

Commissioner Collins suggested hosting a historic film festival and creating uniform signage for historic buildings. Discussion was held on reinstating the home and

garden tour which included a lot of work and partnering with other City events to sell the medallions and pavers.

Mr. Palmer reviewed 2022 accomplishments in further detail that included the Federal Cartridge 100-year event, Riverfest, fundraising, WPA sidewalk, Agricultural Committee, Sandburg Middle School, historic property register, recommendation on the amphitheater, and that the Commission either accomplished or made progress on all its goals.

VI. **Committee Reports**

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

No further update.

B. **Fundraising Committee (Rahn)**

No further update.

C. **Event Committee (Ward, McFarland, Hansen)**

No further update.

Mr. Palmer said Commissioner Rahn will be reappointed at the next Council meeting and then the Commission can complete committee assignments for 2023.

Discussion was held on the need for fencing around the amphitheater. Vice Chair Thurston asked if the stylized “A” will be reinstalled after the road improvement project is complete. The Commission discussed the need for driver education on roundabouts.

VII. **Adjournment**

**MOTION TO ADJOURN BY COMMISSIONER RAHN, SECONDED BY COMMISSIONER MCFARLAND, MOTION CARRIED 6-0 AT 6:25 P.M.**

**From:** [Jason Nash](#)  
**To:** [Heidi Bolnick](#)  
**Cc:** [Bart Ward](#); [Clark Palmer](#); [Bonni Nault](#)  
**Subject:** Re: HPC  
**Date:** Thursday, February 9, 2023 5:47:48 AM

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Caution: This email originated outside our organization; please use caution.

Thank you

> On Feb 9, 2023, at 4:57 AM, Heidi Bolnick <[Heidi.Bolnick@vistaoutdoor.com](mailto:Heidi.Bolnick@vistaoutdoor.com)> wrote:

>

> March 1 - 3 dates are available at Clubhouse and I've blocked these days until final confirmation given for your choice.

>

> Heidi

>

> -----Original Message-----

> From: Jason Nash <[Jason.Nash@VistaOutdoor.com](mailto:Jason.Nash@VistaOutdoor.com)>

> Sent: Wednesday, February 8, 2023 2:19 PM

> To: Heidi Bolnick <[Heidi.Bolnick@VistaOutdoor.com](mailto:Heidi.Bolnick@VistaOutdoor.com)>; Bart Ward <[ward@wardcompany.com](mailto:ward@wardcompany.com)>

> Cc: Clark Palmer <[CPalmer@ci.anoka.mn.us](mailto:CPalmer@ci.anoka.mn.us)>; Bonni Nault <[Bonni.Nault@VistaOutdoor.com](mailto:Bonni.Nault@VistaOutdoor.com)>

> Subject: RE: HPC

>

> Yes please

>

> -----Original Message-----

> From: Heidi Bolnick <[Heidi.Bolnick@VistaOutdoor.com](mailto:Heidi.Bolnick@VistaOutdoor.com)>

> Sent: Wednesday, February 8, 2023 11:04 AM

> To: Jason Nash <[Jason.Nash@VistaOutdoor.com](mailto:Jason.Nash@VistaOutdoor.com)>; Bart Ward <[ward@wardcompany.com](mailto:ward@wardcompany.com)>

> Cc: Clark Palmer <[CPalmer@ci.anoka.mn.us](mailto:CPalmer@ci.anoka.mn.us)>; Bonni Nault <[Bonni.Nault@VistaOutdoor.com](mailto:Bonni.Nault@VistaOutdoor.com)>

> Subject: RE: HPC

>

> Hello - am I only checking for March 1, 2 or 3?

>

> -----Original Message-----

> From: Jason Nash <[Jason.Nash@VistaOutdoor.com](mailto:Jason.Nash@VistaOutdoor.com)>

> Sent: Wednesday, February 8, 2023 10:58 AM

> To: Bart Ward <[ward@wardcompany.com](mailto:ward@wardcompany.com)>

> Cc: Clark Palmer <[CPalmer@ci.anoka.mn.us](mailto:CPalmer@ci.anoka.mn.us)>; Heidi Bolnick <[Heidi.Bolnick@VistaOutdoor.com](mailto:Heidi.Bolnick@VistaOutdoor.com)>; Bonni Nault <[Bonni.Nault@VistaOutdoor.com](mailto:Bonni.Nault@VistaOutdoor.com)>

> Subject: RE: HPC

>

> Bart,

>

> I'll be here the 2nd and 3rd of March but not sure about others and the room availability. Heidi would the Clubhouse be available those days?

>

> Thanks,

> Jason

>

>

> -----Original Message-----

> From: Bart Ward <[ward@wardcompany.com](mailto:ward@wardcompany.com)>



> Sent: Wednesday, February 8, 2023 9:32 AM  
> To: Jason Nash <Jason.Nash@VistaOutdoor.com>  
> Cc: Clark Palmer <CPalmer@ci.anoka.mn.us>  
> Subject: HPC

>  
> External E-Mail: This message originated from outside of the organization.

>  
>  
> Jason,

>  
> We have some council folks who want to attend the HPC event at the Clubhouse. The council has a Worksession on the day we want to do the event.

> Any change we can move it to a Wed. Thurs or Friday in early March?

>  
> Regards,

>  
> Bart J. Ward  
> Chief Executive Officer  
> Ward & Company, Ltd.  
> tele: 763-712-0992  
> fax: 763-712-0996

>  
>  
>

**From:** [Pam Bowman](#)  
**To:** [Amy Oehlers](#); [Clark Palmer](#); [Darin Berger](#); [Del Vancura](#); [Doug Borglund](#); [Eric Peterson](#); [Lisa LaCasse](#)  
**Cc:** [Greg Lee](#)  
**Subject:** RE: Boards & Commissions - Evergreen Video Clips - QCTV  
**Date:** Thursday, January 19, 2023 3:06:44 PM

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All, just a clarification – you DO NOT have to be on camera. Basically you, a board member, or even I, will just read a script (voice-over). So it should be fairly easy. We will do one a month and I will work with each of you on the script.

Thanks. Pam

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**From:** Pam Bowman  
**Sent:** Thursday, January 19, 2023 2:14 PM  
**To:** Amy Oehlers <AOehlers@ci.anoka.mn.us>; Clark Palmer <CPalmer@ci.anoka.mn.us>; Darin Berger <DBerger@ci.anoka.mn.us>; Del Vancura <DVancura@ci.anoka.mn.us>; Doug Borglund <DBorglund@ci.anoka.mn.us>; Eric Peterson <EPeterson@ci.anoka.mn.us>; Lisa LaCasse <LLaCasse@ci.anoka.mn.us>  
**Cc:** Greg Lee <GLee@ci.anoka.mn.us>  
**Subject:** Boards & Commissions - Evergreen Video Clips - QCTV

Staff Liaisons to Boards & Commissions,

I am working with QCTV to create video clips which describe what each Board & Commission does for the city. These “evergreen” videos are static information that won’t need frequent updates and will be embedded on our website under the related board & commission page, used on social media, etc. They would also be a great “recruitment” tool for vacancies.

It is suggested that the staff liaison or a member of the B&C participate in the video. QCTV will add related B-roll to it. Here is a link/example to one that the [City of Ramsey has completed](#).

Darin has offered to go first. I will be setting that up in the next two weeks. And will work with QCTV to get a schedule in place from that point.

**ALSO**, if you took a group photo at your January meeting, please send it to me. If you haven’t yet, please do so at the February meeting or your next meeting. These are used for publications, website, and the Board Appreciation dinner.

Thank you!

Pam Bowman  
Communications Manager  
City of Anoka  
2015 First Avenue North  
Anoka, MN 55303  
763-576-2725

[anokaminnesota.com](http://anokaminnesota.com)

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