



## AGENDA

Fergus Falls Heritage Preservation Commission  
April 3, 2024 – 12:00 PM – 1:00 PM  
Council Chambers at City Hall

### **Call to Order**

- Approval of Minutes from March 6, 2024, and Approval of the Agenda.

### **Discussion**

1. Visit from Mr. Michael Burns, AIA, CID, NCARB

### **Old Business**

1. Preservation Month Activities (if time allows)

### **New Business**

- Open for Any Additional Items or Discussion.

Adjourn

If you are unable to attend, please let Klara ([klara.beck@fergusfallsmn.gov](mailto:klara.beck@fergusfallsmn.gov)) or Jill (332-5459) know.

IF YOU HAVE SPECIAL NEEDS FOR ACCOMMODATIONS, PLEASE CALL 218-332-5427 OR TDD 1-800-627-3529 TTY, ASCII (MINNESOTA RELAY SERVICE).

FERGUS FALLS HERITAGE PRESERVATION COMMISSION  
MEETING MINUTES  
March 6, 2024

The Fergus Falls Heritage Preservation Commission met on Wednesday, March 6, 2024, at 12:00 PM in the Council Chamber of City Hall. Members present were Chair Jona Brown, Ben Underwood, Lois Josefson, Scott DeMartelaere, and Wayne Schuett PC Ex-officio. Absent were Chris Schuelke, Brad Sunde, and Paul Nelson. Staff present: Klara Beck and Jill Hanson.

**Declare Quorum / Open Meeting:**

The meeting was called to order at 12:02 PM.

**Welcome PC Ex-officio**

Introductions were done for Wayne Schuett, the new Planning Commission Ex-officio member.

**Approval of Minutes**

Chair Jona Brown initiated a discussion on the minutes from February 7, 2024. Lois Josefson noted that some of Chris Schuelke's comments were missing. Following a motion by Scott DeMartelaere and seconded by Ben Underwood, the minutes were approved, with the possibility of revisions in the next meeting if necessary.

**Preservation Month Activities**

Chair Brown reminded the committee that May is Heritage Preservation Month, and activities need to be planned accordingly. There was a discussion about the typical tours conducted by Chris Schuelke during Preservation Month. Klara suggested reaching out to Kevin Bartram to speak about the Flour Mill project and possibly hosting the talk at the Riverfront Pavilion. Ben Underwood mentioned ongoing coordination for his book signing and author talk, potentially scheduled for April.

**Downtown Historic District Study Update**

Klara Beck informed the committee that Pigeon Consulting are expected to finalize and submit the study to SHPO for review by mid-April. Discussion ensued regarding the consultant's preliminary findings and recommendations. Klara agreed to seek a clearer timeline for the project. Lois suggested highlighting the study to the public in May. Scott DeMartelaere initiated a discussion on the potential impact of a historic district on downtown businesses regarding updates or changes to their buildings.

**Local Designations – Next Steps**

Chair Brown opened the discussion on determining the next steps for rewriting the local designations rejected by SHPO. Lois Josefson outlined issues encountered with the previous designations due to SHPO requirements. Klara mentioned a past presentation by Michael Koop and Ginny Way from SHPO regarding the necessary requirements, and Lois emphasized the economic development potential of local designations. Discussion ensued on strategies adopted by other communities and the possibility of block grants. Lois suggested inviting historic architect Michael Burns from Fargo-Moorhead to speak to the HPC. Scott DeMartelaere would reach out.

**Prince Honeycutt House**

Wayne Schuett volunteered to try and contact the owner of the Prince Honeycutt House to discuss the house while he was in Florida.

The meeting was adjourned at 12:55 PM.

Next meeting will be April 3, 2024 at noon.

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Chair