



HERITAGE PRESERVATION COMMISSION
Regular Meeting February 13, 2025 - 4:00 p.m.
Minnesota Valley Room, First Floor, Intergovernmental Center

Any person speaking to the Commission shall give to the Secretary of the
Commission the NAME and HOME ADDRESS of such person prior to speaking.

1. **CALL TO ORDER**

2. **APPROVAL OF AGENDA**

3. **APPROVAL OF MINUTES**

1.

January 9, 2025 Minutes

4. **OLD BUSINESS**

1.

CLG 2025 Grant Update

2.

Work Plan 2025

5. **NEW BUSINESS**

6. **MISCELLANEOUS**

7. **ADJOURNMENT**

Heritage Preservation Commission

3. 1.

Meeting Date: 02/13/2025

Title

January 9, 2025 Minutes

Request

Review of the January 9, 2025 Minutes.

Attachments

January 9, 2025 Minutes

Historic Preservation Commission

Regular Meeting

January 9th, 2025 4:30pm

City of Mankato

Present: Jessica Potter, Tim Pulis, Mike Lagerquist, Mary Murray, John Zehnder, Justin Vossen, Chris Crowell

Staff: Sydney DePrenger, Molly Westman, Travis Johnson

Call to Order

The meeting was called to order at 4:30 pm.

Approval of Agenda

Mike Lagerquist moved to approve the agenda; Mary Murray seconded with all in favor.

Approval of Minutes

December 5th, 2024 Minutes:

Mary Murray moved to approve the December minutes; Justin Vossen seconded. John Zehnder abstained with all others in favor

Land Acknowledgement

Tim Pulis read the land acknowledgement statement.

Old Business

CLG 2025 Grant Discussion

Sydney DePrenger stated that the due date for the draft for the CLG grant has been moved from January 10th to January 17th. What was discussed in the December meeting was for 2 interpretive plaques, one at Lincoln School and the other at Hubbard Mill. The final grant submission is still due February 21st. She had also submitted a request for a quote from Sewah in relation to the plaques but as of the time of this meeting, she has not received anything back.

A further discussion was held amongst committee members to ensure that Sewah was aware of the grant due date. The quote would not be needed until the February 21st deadline. A sign company has also been contacted for a quote for installation of the plaques if the City of Mankato is unable to do the install of the plaques.

Jessica Potter indicated that she would follow up with Hubbard Mill to discuss the plaque and what local designation means. She believes that she had sent out an email with the approved text for the plaques to the commission. Lincoln School had indicated they do want to proceed with the heritage plaque.

Jessica Potter also indicated that she has taken her records and put them into a spreadsheet that would provide a wide range of information including what properties have already been surveyed or if those properties already have a plaque. She did indicate that for a property to be locally designated it would need to be surveyed. The survey would be a deep dive into the historic elements of the property which will show if it meets the criteria to be locally designated. The City of Mankato staff has done these in the past or it can be hired out to a private company.

The committee did discuss conducting a survey on the Hubbard Mills building. If in the event they wanted to proceed with local designation, this step would already be completed. If it were to be included in the grant, work could not start until July 1st, 2025. The grant does require a match of 30 to 70 and the match can include time spent working on the grant.

The committee did also discuss reaching out to Beth Heidelberg to discuss a partnership in relation to having some MSU students conduct some of these surveys. Sydney DePrenger did indicate that she would reach out to Beth to discuss options and to get a timeframe if this was something that she would be willing to develop a partnership with.

The committee also questioned, if possible, for the survey for Hubbard Mills to be added to the grant in time for the pre-draft date of January 17th. Jessica Potter indicated that typically the State Historic Preservation Office wants to see it as a cohesive project and the best way to do that for this year's grant would be to focus on the plaques. There are other options when it comes to the Hubbard Mills survey. She also indicated that projects funded in this grant cycle must be completed between July 1st 2025 and April 30th 2027.

The committee did discuss options if in the event the owners of Hubbard Mills did not give their consent for a heritage plaque to be installed on the property. Jessica Potter did indicate that the spreadsheet that she provided would show us what properties have already completed a survey, and it would be an easy turnaround to develop a new plaque for a different property. Sydney DePrenger would also reach out to get quotes in relation to smaller plaques.

New Business

Work Plan

Sydney DePrenger discussed with the committee about implementing the work plan. She was able to show previous HPC work plans that were developed to assist with guiding meeting agendas and to discuss goals and objectives for the year. Once the work plan is created, every month the committee would update the progress including dates and what parts of the work plan have been completed. This is considered a running list, and a copy of the 2022 work plan has been sent out to the committee.

The committee further discussed the work plan and the need to save old work plans for reference but also the need to have a newer plan that is easy to read. The categories need to include what the goal is and what progress has been made.

Jessica Potter did recommend the committee members look at the spreadsheet that was sent in addition to the work plan from 2022. The committee members can then develop what they would like to add to the work plan for 2025. They can then send it to Sydney DePrenger, and she can add it into one document that can be distributed to the committee members. This will allow the committee to further discuss this at the February meeting.

Miscellaneous

No Miscellaneous items.

Adjournment

Justin Vossen motioned to adjourn, and Mary Murray seconded with all in favor.

The meeting was adjourned at 5:47 pm.

Heritage Preservation Commission

4. 1.

Meeting Date: 02/13/2025

Title

CLG 2025 Grant Update

Request

Discussion of CLG Grant for two interpretive plaques for Lincoln School and Hubbard Mill and two locally designated plaques. The grant is due February 21, 2025. The grant will be submitted sooner than the deadline.

Heritage Preservation Commission

4. 2.

Meeting Date: 02/13/2025

Title

Work Plan 2025

Request

Discussion of formulating a work plan and goals for the Heritage Preservation Commission to assist with guiding meeting agendas and activities undertaken by the Heritage Preservation Commission. In previous years, the HPC has created a Work Plan in which the commission discusses goals and objectives for the year.

Attachments

2025 Work Plan

HERITAGE PRESERVATION COMMISSION – WORK PLAN

HPC PURPOSE: City Code Section 10.82, Subd. 19, is the heritage preservation ordinance (https://library.municode.com/mn/mankato/codes/code_of_ordinances?nodeId=CH10LAUSZO_PTIXSTGEAP_S10.82SPPRAPSPPECOUS). The ordinance outlines the declaration of public policy and purpose which states:

“The City hereby declares as a matter of public policy that the preservation, protection, perpetuation, and use of areas, places, buildings, structures, lands, districts, and other objects having a special historical, cultural, or aesthetic interest or value is a public necessity, and is required in the interest of public health, prosperity, safety, and welfare of the people of the City. The purposes of this section are to:

1. Safeguard the heritage of the City by preserving sites and structures that reflect elements of the City's cultural, social, economic, political, engineering, or architectural history;
2. Protect and enhance the City's attraction for residents, tourists, and visitors, and serve as a support and stimulus to business and industry;
3. Enhance the economic viability of heritage preservation landmarks and districts through the protection and promotion of their unique character;
4. Enhance the visual and aesthetic character, diversity, and interest of the City;
5. Foster civic pride in the beauty and notable accomplishments of the past; and
6. Promote the use and preservation of historic landmarks and districts for the educational and general welfare of the people of the City.”

WORK PLAN CATAGORY	TARGET GOAL	PROGRESS
1. Review list of potential local designations, evaluate additional properties potentially suitable for local designation.	•	• Surveys completed for:
2. Partnership with City Center Partnership (MN Main Street program) on initiatives where goals align.	•	•
3. Install heritage plaques on historically significant properties.	•	
4. Install signage/marker for locally designated properties.	•	
5. Education to community and industries (ex. Realtors) regarding local designation.	•	
6. Education to community on architecture, rehabilitation, preservation, etc. Not necessarily only for designated properties.	•	
7. Complete National Register nominations (ex. Hubbard Mill).		
8. Provide audio tours (ex. could concentrate on a particular area/block).		
9. Review City retention of historic documents such as maps, plans, and others		
10. Education on recycling of historic building materials		
11. Education on tax forfeiture of historic buildings		