

WABASHA HERITAGE PRESERVATION COMMISSION

January 26, 2026 9:00 a.m.

AGENDA

1. **Call to Order** *(Chair)*
2. Election of Officers
3. **Changes or Additions to Agenda** *(Open)*
4. **Approval of minutes** *(Commission)*
 - a. Date of Minutes November 24-2025
5. **Design Review-**
6. **Possible upcoming review/request for assistance:**
7. **Old Business/Subcommittee Work**
 1. Main Street Update
8. **New Business**
 1. FORUM Conference
 2. Commissioner Expectations
9. **Other Business**
10. **Announcements**
11. **Next Meeting Date: February 23, 2026**
12. **Adjourn** *(Chair)*

Heritage Preservation Commission

4. a.

Meeting Date: 01/26/2026

SUBJECT:

DEPARTMENT: Administration

TITLE:

Date of Minutes November 24-2025

PURPOSE:

Attachments

11-24-25 HPC Minutes

DRAFT

HERITAGE PRESERVATION COMMISSION MINUTES NOVEMBER 24, 2025, 9:00 a.m.

Present: Linda Mann, Commissioner; Mary Flicek, Commissioner; Emily Durand, Commissioner;
Bill Jewson, Commissioner; Janet Runions, Commissioner; John Rivers, Commissioner

Absent: Jenny Palmen, Commissioner

1. Call to Order (*Chair*)

Motion made by Commissioner Emily Durand, opened the meeting at 9:00 am.

Vote: 6 - 0 - Unanimously

2. Changes or Additions to Agenda (*Open*)

1. Public Comment

Sharon Burke would like to see members of the HPC establish a relationship with the Wabasha Post Master and educate regarding the historical significance to the Post Office building.

3. Approval of minutes (*Commission*)

a. Date of Minutes HPC Minutes 27, 2025

Motion made by Commissioner John Rivers, seconded by Commissioner Mary Flicek to approve the minutes from October 27, 2025.

Vote: 6 - 0 - Unanimously

4. Design Review-

1. 131 Pembroke Ave - SVJ

Motion made by Commissioner Linda Mann, seconded by Commissioner Bill Jewson WHEREAS, Section 159.04 of City Code requires Heritage Preservation Commission design review and approval or disapproval of construction and demolition activities, including remodel, repair or alteration to a property which in any manner will change the exterior appearance; and

WHEREAS, an application for design review has been submitted by the owner of 131 Pembroke Ave for the replacement of windows on the second story and a door on the alley façade, and

WHEREAS, The Wabasha Heritage Preservation Commission provides the following findings:

1. A subcommittee of Emily and Mary for future paint color approval.

NOW THEREFORE, IT IS HEREBY RESOLVED, the Heritage Preservation Commission approves the replacement windows as proposed in the application submitted November 10, 2025.

Vote: 6 - 0 - Unanimously

Shelly & Dave Speedling have made an application for new upstairs windows in the alley facing facade.

Shelly and Dave Speedling have been awarded a Paul Bruhn grant. They have made application with the HPC for design review to replace 2nd floor, secondary facade windows off the alleyway. The application was reviewed and discussed.

5. **Possible upcoming review/request for assistance:**

New signage for Wabasha Dentistry coming in the near future.

6. **Old Business/Subcommittee Work**

1. Main Street Update- Flicek

Flicek provided a Main Street update for the Commission. Membership Drive, Big Jo Presenter Series for productions next summer. Shop Small Saturday coming up after Thanksgiving. Wabasha Community Christmas Celebration December 6th 2025.

7. **New Business**

8. **Other Business**

1. Annual Term Limits for HPC 2025

9. Announcements

Linda Mann announced that the Wabasha County Museum had two new members come on board.

1. Wabasha Holiday Shopping Passport
2. Wabasha Community Christmas Celebration Dec 6th 2025

10. Next Meeting Date: Discuss if we will meet in December.

Staff was directed to schedule a meeting in December if active business comes forward for review.

11. Adjourn (Chair)

Motion made by Commissioner John Rivers, seconded by Commissioner Bill Jewson to adjourn at 9:28 am.

Vote: 6 - 0 - Unanimously

Respectfully submitted by: _____
Wendy Busch, City Clerk

Adopted Date

Heritage Preservation Commission

8. 1.

Meeting Date: 01/26/2026

SUBJECT: FORUM Conference

DEPARTMENT: Administration

TITLE:

FORUM Conference

PURPOSE:

Heritage Preservation Commission

8. 2.

Meeting Date: 01/26/2026

SUBJECT: Commissioner Expectations

DEPARTMENT: Administration

TITLE:

Commissioner Expectations

PURPOSE:

Review meeting tips to keep things running smoothly

ITEM SUMMARY:

Here are some goals and expectations for the year to keep things running smoothly:

1. Let us know in **advance of the meeting** if you cannot attend so that we can cancel if we do not have quorum.
 3. The Commission meeting will be published or canceled at least 3 days before the meeting. If this does not occur, please contact City Staff.
 4. E-mails with questions are fine but send the email with just the Chair copied or request that your question go on a meeting agenda. Email dialogue among a quorum of Commission Members is **NOT ALLOWED due to public meeting law**.
 5. Staff generally set meeting agenda items, in coordination with the Chair of the Commission. However, if you would like an item discussed, please email it ahead of time so it can go on the agenda and can be researched by staff.
 6. Where possible, read agenda and agenda background information in advance. Some Commission members and Council members reach out to staff ahead of time for information that may require additional research which is greatly appreciated.
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